

Community Champion

Status:	Casual		
Salary:	Level 2.4		
Reports to:	Program Coordinator (Workers' Rights Education & Support Program)		
Direct Reports:	N/A		
Department:	Community Development & Engagement		
Location:	Queensland		
Creation Date:	30 November 2022	Review Date:	30 November 2025

PURPOSE

The Community Development and Engagement Function is responsible for leading Multicultural Australia's operations and outcomes in the areas of community and business development; engagement, and the regions.

Multicultural Australia and QPASTT are partnering to deliver a multi-year program to increase education of workers' rights to vulnerable workers in the refugee and migrant community of Queensland. The Queensland Community Alliance (QCA) is a collaborative advisor to this program, having led the grass roots championing of this issue.

The purpose of this role is to assist MA and program partners to connect with individuals, families and communities from migrant and refugee backgrounds to facilitate a community designed and led program. Community Champions will co-deliver and co-facilitate local strategies, research, and community actions. Community Champions will also promote equitable access to safe and secure employment for migrant and refugee workers in Queensland.

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PRIMARY RESPONSIBILITIES

- Be recognised as a community connector in your community.
- Be capable and compassionate in finding ways to engage with working individuals and families from your community who live in Queensland.
- Be approachable, supportive, and responsive.
- Be capable of planning and facilitating workshops within your community.
- Be committed to human rights and believe in social justice irrespective of differences related to gender, age, culture, religion, sexuality, disability, social economic status, or political opinion.
- Capacity to complete a paid induction and professional training over 3 full-day sessions (including Workers Rights Education, trauma informed practice, and community engagement and consultation)
- Capacity to participate in paid feedback sessions and provide input to improve the development of the program for future cohorts.
- Capacity to apply learned knowledge and skills appropriately, including facilitating conversations and workshops within members of your community.
- Capacity to acquire and apply knowledge and understanding of community issues particularly in relation to the worker's exploitation, mistreatment, and abuse.
- Capacity to engage with the program long-term (at least 6 months), including co-creating education resources and approaches with other Community Champions and the program team.

In addition to the duties listed above all Multicultural Australia staff are expected to:

- Respect and abide by the vision, mission and values of the organisation;
- Ensure that their conduct is consistent with provisions of the Multicultural Australia Code of Ethics and Conduct;
- Comply with the provisions of relevant Multicultural Australia policies and procedures;
- Comply with the provisions of Multicultural Australia's Workplace Health and Safety framework including policies, procedures and safe work systems that relate to their role, program area or Multicultural Australia as a whole. Information and training will be provided to successful candidates;
- Carry out general administrative functions related to their role and to the effective and efficient functioning of Multicultural Australia as a whole. This will include the use of computer-based calendar and information management systems.

And all other duties associated with the position as instructed by the Program Coordinator.

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REQUIRED QUALIFICATIONS, CAPABILITY, AND EXPERIENCE

Qualifications, licences, and probity

Essential Skills / Experience

1. Lived experience relating to the refugee or migrant process (your own, or that of your family).
2. Demonstrated engagement (voluntary or paid) with individuals, families and/or larger collectives from your cultural community.
3. Experience on or commitment to human rights and social justice.
4. Ability and commitment to be trained on community organising; trauma impacts on individuals, family, and communities; and workers' rights from a trauma informed perspective.
5. Proficient communication (including speaking and writing in English, as well as language of your community) and interpersonal skills.
6. Ability to work independently and as part of a team.

Desirable Skills / Experience

1. Experience in a similar role in the not-for-profit sector will be highly regarded.

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WHO WE ARE

Why do we exist?

Our purpose

Multicultural Australia exists to create a welcoming, inclusive, and economically stronger community. This is an agenda shared with many others. Our part is to ensure that everyone is included, skilled and thriving. We are passionate about promoting positive conversations about inclusion.

Our Vision

A trusted Queensland not-for-profit, creating welcome and inclusion for new arrivals. Exceeding stakeholder expectations by delivering exceptional services, working with others to solve big issues and driving innovative projects that make a real difference.

Our Values

We are fiercely committed to human rights and demonstrating our values in our daily work. We show up for one another, we are faithful to our client's aspirations and we solve problems by finding the Third Way. We are ethical and strive for impact. We pride ourselves on being an organisation with the grit needed to effect real change.

What do we do?

For 23 years, Multicultural Australia (formerly Multicultural Development Australia) has been welcoming refugees, people seeking asylum, international students and other new arrivals to Queensland with the goal of creating a fairer more prosperous society for all Queenslanders.

We support thousands of newly arrived people every year, including migrants, refugees, international students, and people seeking asylum. We help them to settle into their new lives, build connections in their communities, find work and study opportunities, learn new skills and feel at home.

We also work with individuals, communities, business and government to help build a more welcoming culture through advocacy, cultural training, community events, employment, youth programs, sports and arts inclusion programs to advance a diverse, inclusive and multicultural community.

We have worked hard to advance multicultural Australia and build communities where everyone belongs. Developing inclusive and prosperous communities, changing the conversation and keeping fit for the future are the strategic pillars that highlight why we exist. They underpin what we do – our services, partnerships and business. Ethical leadership and deep collaboration with community is at the heart of how we work – our culture and practice.

HEALTH, SAFETY & WELLBEING FUNDAMENTALS

Multicultural Australia employees are considered safety leaders and are expected to contribute to a culture that supports health, safety and wellbeing of all staff, clients and stakeholders.

- We will all take appropriate action to prevent harm.
- We will never accept or condone work practices that impact on the health, safety and wellbeing of others.
- When identifying risk, we will mitigate where possible and report where appropriate.

QUALITY MANAGEMENT

Multicultural Australia are committed to quality assurance and continuous improvement. Everyone as part of their role must:

- Comply with policies, systems and procedures.
- Actively participate in identifying opportunities to improve our work.
- Communicate, clarify, commit to, and contribute to quality initiatives.

ACKNOWLEDGEMENT

I have received a copy of the Position Description and have read, understand, and accept its contents			
Position Holder Name:			
Signature:		Date:	/ /
Manager's Name:			
Signature:		Date:	/ /
<p><i>The purpose of a position description is to provide a summary of the position that can be used to assist in a number of management activities including recruitment, induction, training, performance management, job evaluation, and job design. Position descriptions are supported by, and should be read in conjunction with, other Multicultural Australia documents such as letters of appointment, policies and procedures, codes of practice and any other materials that provide details about what is to be achieved and how the position is to be performed. A position description is only a summary of the typical functions on the position, not an exhaustive list of all possible responsibilities, tasks and duties. The responsibilities, tasks and duties of the incumbent may differ from those outlined in the position description or other duties, as assigned, might be part of the job. As many position evolve over time, position descriptions may be reviewed and updated.</i></p>			

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