

POSITION DESCRIPTION

JOB TITLE	Community Educator
STATUS	Part-Time (minimum 0.6FTE) to Full-Time (negotiable)
LOCATION	Burnie, Devonport or Launceston (or flexible location by negotiation)
DATE	January 2024
REPORTS TO	Community Education and Advocacy Manager
AWARD	Social, Community, Home Care and Disability Services Industry Award 2010, Level 5.1 to 6.3 (depending on qualifications and experience)

ABOUT LAUREL HOUSE

Laurel House provides a range of trauma-informed, evidence based, therapeutic services to victim-survivors of sexual assault, and for children and young people who use harmful sexual behaviours. We also develop and deliver a broad range of programs to adults, young people and children including the provision of therapeutic face-to-face counselling at our centres located at Launceston, Devonport and Burnie and through outreach locations across the North and North West Tasmania. Laurel House is partnering with the Tasmanian Government in the delivery of the North and North West Arch centres (multidisciplinary centres) for victim-survivors of sexual harm. Our team also provides community education programs focused on the prevention of sexual harm and on supporting parents, carers and service providers to better respond to disclosures of sexual violence. Laurel House is funded by the Australian Government to specifically build capacity of the workforce who support victim-survivors with disabilities.

PURPOSE OF THE ROLE

The purpose of the Community Educator role is to build the capacity of the community to better understand sexual violence and to equip them to prevent and respond to all forms of sexual violence including child sexual abuse. The role involves the development, delivery and evaluation of community education and training, including the development of educational resources that support the delivery of respectful relationships and sexuality education programs in the community for a diverse range of audiences. The Community Educator must ensure that education and training programs are innovative and inclusive of diversity and meet the needs of people of all ages from pre-school to seniors. The Community Educator will also from time to time be involved in other projects that are aligned with the Laurel House Strategic Plan and/or the delivery of other programs at the direction of the Community Education and Advocacy Manager.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- Develop, promote, deliver, and evaluate a range of training programs in various settings and to diverse audiences. Topics will include, but not be limited to gender stereotypes and gender equality, myths and facts about sexual assault, rape culture, consent, bystander action, child sexual abuse, grooming, online safety, responding to disclosures of sexual harm, facts and statistical data about sexual violence, harmful sexual behaviours in children, and ways to support victim-survivors, family and supporters of those who have experienced sexual harm.

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- Research, review and synthesize information from diverse sources in order to develop contemporary and innovative training and educational materials, and systems and tools for evaluation.
- Plan and deliver training and other collaborative community events including organising venue hire, participant management, communication, and event promotion.
- Support training participants who may be affected by training content including those who may have experienced sexual harm, and provide appropriate referral where required.
- Facilitate and engage with stakeholders to co-design programs.
- Collaborate and consult with lived-experience reference groups to ensure training materials and delivery amplify the views and perspectives of victim-survivors.
- Attendance and engagement at expos, conferences, network meetings, and other community forums to share information about sexual violence and the support available, elevate the profile of Laurel House, and provide information on Laurel House services and programs.
- Listen to and advocate for the needs of victim-survivors within Laurel House and promote the voices and resilience of victim-survivors more broadly within the service system.
- Work as part of the larger Laurel House team attending team meetings and professional development, as required.
- Actively participate in organisational continuous quality improvement initiatives and activities.
- Collaborate with Laurel House team members to provide a safe, supportive, professional, flexible, and responsive team environment.
- Act ethically towards all clients especially children and ensure at all times that the safety and wellbeing of children is protected.
- Other duties/projects as directed by the Community Education and Advocacy Manager or CEO.

SELECTION CRITERIA

Essential Criteria

1. Experience in the development, delivery and evaluation of education or training one-on-one and in small and large groups.
2. Demonstrated ability to meet the needs of learners, including children and young people, with proven ability to create a safe and non-judgemental learning environment and make necessary adjustments and accommodations for diverse learners.
3. Demonstrated effective community and stakeholder engagement skills, and/or codesign approaches, including the ability to establish and maintain strong networks and partnerships with key stakeholders.
4. Demonstrated high level communication, interpersonal skills and a high standard of written expression.
5. Demonstrated personal commitment to inclusion and amplifying the voices of diverse cohorts of people with lived experience of sexual harm.

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6. Knowledge of sexuality, the impacts and dynamics of sexual assault and violence with the ability to incorporate a trauma-informed framework into resource, program, and educational materials.
7. Demonstrated organisational skills and ability to apply project management principles.
8. A commitment to the values and mission of Laurel House.

Desirable Criteria

1. Certificate IV in Assessment and Training or equivalent
2. Experience in a not-for-profit community-based organisation.
3. Experience in health promotion or primary prevention initiatives for learners from diverse backgrounds (e.g. Aboriginal and Torres Strait Islander people; people with disabilities; members of culturally, linguistically, and religiously diverse communities).
4. Knowledge of harmful sexual behaviours in children and young people.
5. Lived experience of sexual harm or experience working with victim-survivors of sexual assault.
6. Lived experience of cultural, linguistic or religious diversity, and or other intersectional experiences of inequality or oppression.

OTHER POSITION REQUIREMENTS

- Degree level qualification in health, human services, education or related field, or VET level qualification with significant work experience.
- Must hold Australian citizenship, be a permanent resident of Australia or possess a relevant temporary visa with permission to work rights.
- A current Working with Vulnerable People Card.
- A satisfactory National Police Certificate.
- Current driver's licence.
- Regular intrastate travel will be required to fulfill the duties of this role.

This job description serves to illustrate the scope and responsibilities of the position and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks as requested by your supervisor and as necessitated by the development of this role and the development of the business.

LAUREL HOUSE'S COMMITMENT TO DIVERSITY

Laurel House values the expertise, lived experience and cultural wisdom of Aboriginal and Torres Strait Islander, LGBTIQ+, migrant, culturally and linguistically diverse, and people with disability. Applicants from these groups are strongly encouraged to apply, as are people with parenting or caring responsibilities.

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STATEMENT OF COMMITMENT TO THE SAFETY OF CHILDREN AND YOUNG PEOPLE

Laurel House is a Child and Youth Safe Organisation. We have a zero tolerance for child abuse and have systems to protect children and young people from abuse. We take all allegations and concerns very seriously and respond to them consistently in line with our policies and procedures. We actively work to listen to and empower children and to providing an inclusive and safe environment for all your people. In particular, we are committed to promoting cultural safety and to ensuring that the diverse needs of children and young people are met.

POSITION DESCRIPTION APPROVAL

Kathryn Fordyce
Chief Executive Officer
Date: January 2024