



SCARLET ALLIANCE - APPLICATION KIT

International Project Officer (Papua New Guinea) (0.8)

TO APPLY:

1. Read the attached information outlining the position description, criteria, terms and conditions for employment.
2. Complete your application by including:
 - **At least one page addressing the selection criteria** (see page three for a list of the criteria).
Under each criterion write any relevant knowledge, skills, abilities, training and experience to demonstrate you meet that criterion. You can give specific examples where you have used your skills and abilities, which relate to the specific criterion. Where the criterion asks for 'demonstrated' knowledge you must show and explain that you have this knowledge (as briefly as possible). If you fail to clearly illustrate that you have this knowledge it will be assumed that you do not meet that criterion.
 - **A copy of your curriculum vitae (CV)** that provides your personal details, qualifications and work history, including sex work. Scarlet Alliance endorses an affirmative action policy which promotes sex work experience as an essential selection criterion. Information provided by applicants will be kept in the strictest confidence and viewed only by the interview panel.
 - **Two professional referees** The name, email, and/or telephone contact details of two professional referees who can be contacted for a confidential verbal reference.
3. Send or email your application to:

Email - mpm@scarletalliance.org.au
or
post - Confidential, The Chief Executive Officer, Scarlet Alliance,
P. O. Box 2167, Strawberry Hills, NSW 2012

Applications Close: Applications addressing the selection criteria along with a current C.V. and at least two (2) referees **must be received by close of business 19 January 2012.**

Note: If you are interested in the position but unsure whether you meet the selection criteria please call 02 9690 0551 to discuss. Please note the office is closed from 23rd December, 2011 – 17th January, 2012.

POSITION TITLE – International Project Officer (Papua New Guinea) (o.8)

ORGANISATION DESCRIPTION

Scarlet Alliance, the Australian Sex Workers Association Inc., is the national peak body representing sex workers and sex worker organisations, projects, groups and networks. Scarlet Alliance conducts projects in Australia and internationally.

PROJECT DESCRIPTION

This project provides capacity development support to Friends Frangipani Incorporated, the national sex worker organisation made up of sex worker members from throughout Papua New Guinea. Friends Frangipani has sub-committees in eight places and an elected Executive Committee providing governance and leadership. Friends Frangipani has worked with Scarlet Alliance, Australian Sex Workers Association, in a capacity development partnership since 2005.

The project aims to:

1. work with Friends Frangipani contributing to the ongoing capacity development of the organisation;
2. assist Friends Frangipani's Executive Committee to strengthen its transparent and accountable governance capacity;
3. assist Friends Frangipani staff to develop work practices that promote sex worker community engagement and accountability to the community.
4. Support the transformation of Friends Frangipani's role in the partnership to one of greater independence, addressing identified key gaps in the capacity of the Executive and staff.

These activities are undertaken to promote sex worker rights and improve the capacity of the PNG sex worker community to mobilise a community response to HIV.

ORGANISATIONAL RELATIONSHIPS

This position is responsible to the Scarlet Alliance International Program Manager and the Chief Executive Officer.

This position is responsible for training and mentoring of the Friends Frangipani Executive Committee and the supervision, training and mentoring of Papua New Guinea based staff.

RESPONSIBILITIES

All duties conducted are to be guided by the Scarlet Alliance objectives.

Note: Friends Frangipani is the name of the PNG sex worker network.

The International Project Officer (PNG) will:

- Plan and implement project activities working in Papua New Guinea and Australia including a range of activities that will support the capacity building of the Friends Frangipani Executive and staff;
- Utilise community development approaches to support Friends Frangipani's development and its approaches to working with local sex worker communities to build and strengthen the network;
- Facilitate decision-making processes in order for Friends Frangipani to achieve strategic goals
- Share technical expertise, through both formal mechanisms such as workshops and training and informal mechanisms such as mentoring of Friends Frangipani Executive and staff to develop leadership, governance and community development skills.

- Provide management of Friends Frangipani staff, while facilitating the growth of Friends Frangipani's management capacity through:
 - Provision of recruitment, training, mentoring and supervision of staff specifically in relation to managerial capacity.
 - Working with the Management Committee, a sub-group of Friends Frangipani's Executive in strengthening management guidelines, approaches, roles & relationships.
- Assist Friends Frangipani to represent the PNG sex worker community through advocacy and community education with PNG service providers, government agencies and the general community aimed at reducing discrimination against sex workers.
- Promote and progress toward an effective and equitable partnership between Scarlet Alliance and Friends Frangipani.
- Facilitate the recruitment of and assist Friends Frangipani in the effective operation and management of its offices.
- Record, evaluate and report on project activities and outcomes, and assist and participate in M&E activities.
- Ensure work practices comply with the requirements of the relevant legislation and OH&S policies and procedures.
- Conduct other duties as directed

KEY SELECTION CRITERIA (Qualifications, Experience, Skills and Abilities):

Essential

1. Sex work experience and demonstrated understanding of sex worker issues.
2. Demonstrated understanding of the principles of health promotion and sex worker peer education and demonstrated sex worker peer education experience.
3. Demonstrated understanding and experience of the principles of sex worker community development and demonstrated sex worker community development experience.
4. Experience in planning and implementing training and community education to a diverse range of participants.
5. Cultural sensitivity, capacity for critical self-reflection and the desire to work in empowering ways.
6. Knowledge and experience of the Australian response to HIV.
7. Demonstrated knowledge of governance and management within a community and peer organisational setting.
8. Effective oral and written communication skills; organisational, time-management and reporting skills; and the ability to work with minimal supervision.
9. Ability to develop and foster networks and collaborate with a range of stakeholders.

10. Demonstrated ability to work collaboratively and as part of a small team.
11. A desire and willingness to work with sex workers and People Living with HIV.
12. A basic knowledge of and/or interest in learning Tok Pisin.

Desirable

1. An understanding of international development and the ways these practices might impact on regional HIV prevention and responses.
2. An awareness of power dynamics and the ability to reflect on how these might impact employment relationships, funding agreements, organisational relationships and sex worker self-determination.

POSITION LOCATION

The position will be based at the Scarlet Alliance Sydney office, requiring regular extended intervals of international travel and work in Papua New Guinea.

Some evening and weekend work and interstate travel may also be required.

SALARY & CONDITIONS OF APPOINTMENT

This is a permanent position offered subject to ongoing funding or organisational change. Staff are employed by Scarlet Alliance under the Social, Community, Home Care and Disability Services Industry Award 2010 award. This 0.8 FTE position will be paid at pro-rata of Level 5 (\$54,375.76 - \$ 56,654.28 per year).

Note: This Position Description includes an attached copy of Scarlet Alliance's objectives.

Suggested background reading:

[UNGASS Country Progress Report: Papua New Guinea](#)

[Askim Na Save \(Ask and Understand\): People Who Sell and Exchange Sex in Port Moresby](#)

MISSION STATEMENT

Through its objectives, policies and programs, Scarlet Alliance works to achieve equality, social, legal, political, cultural and economic justice for past and present sex workers in order for sex workers to be self-determining agents, building their own alliances and choosing where and how they live and work.

3. OBJECTS

The objects for which Scarlet Alliance is established are:

- (a) To promote the civil and human rights of past and present sex workers and to work toward ending all forms of discrimination against them;**
- (b) To lobby for legal and administrative frameworks which do not discriminate against sex workers;**
- (c) To challenge any government at any time when and where it implements legislation, regulations, rules, policies or law enforcement practices which are discriminatory and/or repressive to the rights and autonomy of sex workers;**
- (d) To actively promote the right of all sex workers to work in whatever area of their chosen occupation, including street, brothel, escort, private and opportunistic work;**
- (e) To actively work towards guaranteeing the right of all sex workers to optimum occupational health and safety provisions. This will promote conditions where safe sex and general health knowledge can be converted to safe work practices. Furthermore, challenge any legislation, policy or process which does not so promote the rights of the worker;**
- (f) To strive to eradicate sex worker stereotypes and stigmatisation in the popular consciousness and to communicate the diversity of ideas, opinions and aspirations of past and present sex workers;**
- (g) To liaise with international sex worker rights groups in the development of regional and international networks, programs and objectives;**
- (h) To support sex workers and sex worker organisations to become more politically active;**
- (i) To enhance the capacity of sex workers to participate in advancing their rights and build networks & organisations;**
- (j) To gather and disseminate sex industry related information to members;**
- (k) To play an active role in Australia's response to HIV/AIDS, including supporting peer education and harm reduction strategies for sex workers;**
- (l) To provide training and education on issues relating to the Australian sex industry and the migration of sex workers into Australia; and**
- (m) To present up to date information on sex work issues at national and international forums.**

These objects are undertaken in order to advance sex worker rights.