



## POSITION DESCRIPTION – DOUBLE

**POSITION TITLE:** Double (elected)

### POSITION OBJECTIVES

To develop knowledge and skills in the governance roles of Scarlet Alliance and to contribute to policy and discussion (where requested) in order to inform decision making by the Scarlet Alliance Executive Committee. To be proxy Scarlet Alliance Executive Committee roles (where required). The role assists in building skills and sustainability within the organisation and contributes to meeting the Scarlet Alliance aims and objectives.

Note: the Double positions (President double, Vice President double, Secretary double, Treasurer double) are not Executive Committee positions and do not have voting, decision making or governance authority within the organisation.

### NOMINATION PROCESS

The Doubles position shall be elected through a nomination process at the Scarlet Alliance Annual General Meeting. The term of the position spans 12 months, from one Annual General Meeting to the next, at which point the standing double may re-nominate for another term. Scarlet Alliance will apply an affirmative action policy with regard to sex workers to ensure that representation on Scarlet Alliance boards and committees, is made up of current and former sex workers, therefore individuals should consider this when nominating for this elected role. Should more than one person nominate for the double position, either President, Vice-President, Secretary or Treasurer, there will be an election where the nominees skills and experience (in reference to the key criteria below) shall be taken into consideration.

### REPORTING STRUCTURE

The doubles roles report directly to the Scarlet Alliance Executive via the Vice-President. **If the double is requested to represent Scarlet Alliance on Advisory Boards, Committees, Working Groups or at Conferences they will be required to submit a report to Scarlet Alliance within four (4) weeks.** The report shall be in an approved prescribed format, as per Appendix 6 of the [Scarlet Alliance Constitution](http://www.scarletalliance.org.au/library/appendix6) - <http://www.scarletalliance.org.au/library/appendix6>. The report shall be emailed to the Vice-President of Scarlet Alliance.

All reports are confidential to the Executive until the Executive approves its release, either to the membership or publicly. This includes the Scarlet E-List, membership or general public.

### SUPERVISION

The double shall direct any difficulties or questions to the Vice-President. The Scarlet Alliance executive will provide mentoring and training where possible.

## **DELEGATION and SCOPE**

The double roles are not Executive Committee positions and do not have voting, decision making, representative or governance authority within the organisation.

The position is a two-way exchange as doubles contribute to discussion informing Executive Committee decisions and have the opportunity to learn about the Executive Committee roles and build governance skills.

An Executive double must not represent themselves as being part of the Executive Committee of Scarlet Alliance or as holding a representative role within the organisation.

## **APPROVAL PROCESS**

In some cases an Executive double will be asked to step up into representative roles when they hold specific experience, knowledge or skills. All Scarlet Alliance external documentation (including abstracts, articles), presentations and workshops are provided to the Scarlet Alliance Executive in writing (emailable format) for approval. A two-week turnaround period for approval is required.

If a double is requested to undertake media representation, the details of the media and an agreed approach, are to be approved by the Scarlet Alliance Executive – when immediate approval is required the CEO or President should be contacted.

## **PRIMARY RESPONSIBILITIES**

The Double positions (President double, Vice President double, Secretary double, Treasurer double):

- contribute knowledge, skills and information to Scarlet Alliance.
- contribute to policy and discussion in order to inform decision making by the Scarlet Alliance Executive Committee.
- develop knowledge and skills in the governance roles of Scarlet Alliance.
- proxy Scarlet Alliance Executive Committee roles (where required).
- promote an understanding of Scarlet Alliance and its aims and objectives.

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

Scarlet Alliance doubles will ensure that work practices comply with the requirements of the relevant legislation and OH&S policies and procedures.

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

- 1) Sex work experience.
- 2) Have a sound knowledge of national sex worker issues and Scarlet Alliance policies.
- 3) Interest in the sex worker rights movement in Australia and an understanding of issues affecting sex worker communities.
- 4) Knowledge, or willingness to gain knowledge, in the following areas
  - International issues for Australian sex workers including migration,
  - building relationships with other sex work organisations,
  - familiarity with work practices and legislation in other countries.

**OTHER RELEVANT DOCUMENTS**

**Scarlet Alliance aims and objectives**

<http://www.scarletalliance.org.au/object/>

**Scarlet Alliance constitution –**

[http://www.scarletalliance.org.au/who/constitution-2003/index\\_html/view](http://www.scarletalliance.org.au/who/constitution-2003/index_html/view)

**Scarlet Alliance Strategic Plan**

[http://www.scarletalliance.org.au/library/strat\\_plan0609/view](http://www.scarletalliance.org.au/library/strat_plan0609/view)

**Report pro forma (constitution appendix 6)–**

<http://www.scarletalliance.org.au/library/appendix6>

## **SCARLET ALLIANCE 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.

### **Objects**

The objectives 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;
- (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.