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International Sex Worker Spokesperson Position Description

Last updated 7th October 2020

POSITION OBJECTIVE: To act as the International Sex Worker Spokesperson, representing Scarlet Alliance aims and objectives and international issues for sex workers.

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

- Sex work experience
- Interest in the sex worker rights movement in Australia and an understanding of issues affecting sex worker communities.
- Knowledge, or willingness to gain knowledge, in the following areas:
 - National sex worker issues and Scarlet Alliance policies
 - International issues affecting sex workers in Australia, including migration
 - Work practices and legislation in other countries.

PRIMARY RESPONSIBILITIES

- Monitor the international@scarletalliance.org.au email account (at least weekly)
- Maintain awareness of key international sex work policy issues
- Collate and distribute relevant international sex work media, legislation changes, and organisations' contact details to Scarlet Alliance and its membership
- Represent Scarlet Alliance and membership with relevant organisations internationally
- Actively monitor and represent Scarlet Alliance on the APNSW (Asia Pacific Network of Sex Workers) and NSWP (Global Network of Sex Work Projects) E-lists; communicate important announcements or requests requiring input from these E-lists to the Executive Committee (via the Vice President)
- Develop an annual work plan and carry out the work outlined in it
- Ensure reporting requirements are met.

Furthermore, it is within the scope and delegation of the role to:

- Represent Scarlet Alliance at conferences, workshops and forums
- Write abstracts, articles and speeches for conferences and publications
- Convene working parties around relevant issues
- Represent Scarlet Alliance in media interviews and other media representation, in relation to overseas/international issues when delegated/approved by the Scarlet Alliance Executive.
- Represent Scarlet Alliance on the APNSW & NSWP E-lists
- Build relationships with international sex work organisations

Note: All duties conducted are to be guided by the [Scarlet Alliance Strategic Plan](#) and the [Scarlet Alliance objectives](#) (and then approved by the Executive Committee)

All Spokespersons & Representatives will be expected to:

- Attend an initial 2 day orientation meeting in Sydney (as permitted by national travel/COVID restrictions. Will be expected to attend alternative format meetings if such restrictions apply)
- Attend an additional 1-2 day face to face meeting in Sydney later in the elected term (as permitted by national travel/COVID restrictions. Will be expected to attend alternative format meetings if such restrictions apply)
- Attend regular Spokespeople and Representatives teleconferences (times and frequency determined by the Vice President in consultation with Spokespeople and Representatives, minimum of once every two months)
- Attend 3 day National Forum

REPORTING STRUCTURE

The Spokespeople and Representatives report directly to the Scarlet Alliance Executive via the Vice President.

If the Spokesperson or Representative represents Scarlet Alliance on Advisory Boards, Committees, Working Groups or at Conferences a written report is required to be submitted using the template provided in [Appendix 6](#) of the Scarlet Alliance Constitution.. Reports must be submitted via email to the Vice President within four (4) weeks. All reports to the Executive Committee are confidential until the Executive approves its release, either to the membership or publicly. This includes the Scarlet EList, membership or general public.

The Spokesperson or Representative is also responsible for providing written annual reports and verbal reports as required.

SUPERVISION

The Vice President is the delegated contact point for all Spokespeople and Representatives.

The first face to face meeting after the election is an important opportunity for Spokespeople and Representatives to meet with the rest of the elected leadership and to participate in Scarlet Alliance orientation training. The meeting also provides a chance for Spokespeople and representatives to work with their double along with the Vice President in developing work plans for the coming year.

Throughout the year, teleconferences involving the Vice President, Spokespeople and Representatives create another platform to enable mentoring and support.

Questions or unresolved problems arising around the role and responsibilities of the position should be directed to the Vice President.

APPROVAL PROCESS

Documentation, including abstracts, articles, presentations and workshops, is to be provided to the Scarlet Alliance Executive for approval via emailing the Vice President. A minimum

two week turnaround period needs to be allowed for approval. To ensure proper processes are followed and deadlines can be met, it is important that this two week minimum turnaround is accounted for in timelines for the Spokesperson or Representative's annual work plan.

Media representation opportunities, along with an agreed approach, are to be approved by the Scarlet Alliance Executive. When immediate approval is required the CEO should be contacted.