



SCARLET ALLIANCE - APPLICATION KIT

Migration Project Manager (Sydney, Australia) (0.4 – two days/week)

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 - alinathomas@gmail.com
or
post - Confidential, The Chief Executive Officer, Scarlet Alliance, P. O. Box 261, Darlinghurst NSW 1300.

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 on 17th September, 2009.**

Note: If you are interested in the position but unsure whether you meet the selection criteria please call Alina Thomas on 02 9326 9455 to discuss

POSITION TITLE – Migration Project Manager (0.4 – two days per week), Sydney, Australia

ORGANISATION DESCRIPTION

Scarlet Alliance, 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 pilot project aims to enhance the capacity of sex worker peer educators in Australia to provide support to migrant sex workers, a community affected by trafficking.

ORGANISATIONAL RELATIONSHIPS

This position is responsible to the Scarlet Alliance Chief Executive Officer.

This position is responsible for supervision, training and mentoring of staff in the Migration Projects for Scarlet Alliance.

RESPONSIBILITIES

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

The Migration Project Manager will:

- Coordinate and manage Scarlet Alliance's Migration projects including proposal writing, project design and planning, monitoring and evaluation, donor reporting, staff supervision, finances and partnership agreements with existing and potential partners.
- Supervise, train, support and up-skill migration project staff/volunteers.
- Collect, collate, analyse and maintain information and data on sex worker migration in Australia and develop position papers in relation to migrant sex work in Australia, including statistical documentation of the Migration Pilot Project.
- Maintain relations with relevant stakeholders and other members of the Commonwealth Trafficking Roundtable, for policy and referral purposes.
- Contribute to the Multilingual Reference Group.
- Represent sex worker migration and trafficking issues to the industrial relations, migration, trafficking and HIV sectors. Preparation and delivery of conference abstracts and briefing papers.
- Ensure Scarlet Alliance 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 the principles of human rights and sex worker rights.
2. Knowledge of organisational structure, practices and activities within a peer based community organisation and principles of sex worker community development.
3. Skills in program management including staff supervision and mentoring; report writing; budgeting and financial management; proposal writing and program evaluation.
4. Effective oral and written communication skills; organisational, time-management; and the ability to work with minimal supervision as part of a team.
5. Experience in planning and implementing training and community education.

6. Effective oral and written communication skills; organisational, time-management and reporting skills; and the ability to work with minimal supervision.
7. Demonstrated cross-cultural skills and knowledge and demonstrated knowledge of culturally appropriate work practices.
8. A desire and willingness to work with sex workers, people who speak English as a second language, and People Living with HIV.

Desirable

1. Knowledge and experience of the Australian response to human trafficking.
2. An understanding of migration policy in Australia and the ways these policies might impact on regional trafficking prevention and education.

POSITION LOCATION

The position will be based at the Scarlet Alliance Sydney office, and may require international travel and work outside Sydney.

Some evening and weekend work 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 NSW SACS award. This two day (0.4) FTE position will be paid at pro-rata of Level 6 (\$58,906.00 per year).

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

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.