



SCARLET ALLIANCE - APPLICATION KIT

National Training Program Officer

(0.2 FTE – 1 day per week)

TO APPLY:

1. Read the attached information outlining the position description, criteria, and 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. Email your application to:

Email - ceo@scarletalliance.org.au

Applications Close: Applications addressing the selection criteria along with a current CV and at least two (2) referees must be received by **5PM on 12th March, 2021.**

Note: If you are interested in the position but unsure whether you meet the selection criteria please call Jules Kim on 0411 985 135.

POSITION TITLE –

National Training Program Officer (Part-time 0.2FTE – 1 day per week)

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

The Scarlet Alliance National Training Program (SANTP) aims to increase the workforce development of, and number of, trained and qualified sex worker peer educators. National Peer Educator Training Online aims to increase the knowledge and skills of sex worker peer educators through an online, accessible, relevant and current learning resource. SANTP sets a national benchmark for sex worker peer education, providing a nationally consistent, upto-date and best practice approach to sex worker peer education.

ORGANISATIONAL RELATIONSHIPS

This position is responsible to the Scarlet Alliance Chief Executive Officer and directly supervised by the National Programs Manager.

RESPONSIBILITIES

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

The Scarlet Alliance National Training Officer will:

- Monitor and promote a National Peer Educator Training Online Program;
 - Update as needed National Peer Educator Training modules and resources;
 - Prepare resources for web-based learning platforms;
 - Regularly monitor, evaluate and adapt online content.
- Promote the Scarlet Alliance National Training Program (SANTP) amongst the Scarlet Alliance membership;
- Document, track and supervise progress of training;
- Maintain effective data collection and record keeping practices;
- Conduct an annual national evaluation on the Scarlet Alliance Peer Educator Training Online Program;
- Provide reports as required;
- ensure work practices comply with the requirements of the relevant legislation and WH&S policies and procedures; and
- 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. At least **one** of the following:
 - Demonstrated experience in a training development role;
 - Demonstrated knowledge of online training approaches;
 - Demonstrated willingness and ability to undertake these duties.
3. Demonstrated understanding and experience in peer education (formal and informal) and sex worker community development.
4. Strong organisation (or administration) skills and demonstrated ability to document and report to meet organisational and legislative requirements.
5. Self motivation to learn and improve skills and pass skills on to others.
6. Strong written and oral communication skills.
7. Demonstrated capacity to plan and prioritise work and use initiative to problem-solve and achieve outcomes.
8. A desire and willingness to work with sex workers, people from culturally and linguistically diverse backgrounds, and people living with HIV.

Desirable (but not essential)

9. Certificate IV in Training and Assessment.
10. Scarlet Alliance Diploma of Community Education qualification and/or Certificate of completion of Scarlet Alliance Peer Educator Online Training.

POSITION LOCATION

The position will be based at the Scarlet Alliance Sydney office*. Interstate and/or overseas work and travel may also be required. Some evening and weekend work may be required.

* Experienced applicants seeking to work from an established home office outside of NSW will be considered.

SALARY & CONDITIONS OF APPOINTMENT

This part-time position is subject to ongoing funding and organisational change.

Staff are covered by the terms and conditions of the Social, Community, Home Care and Disability Services Industry 2010 Award and the National Employment Standards.

This part-time position is for 1 day per week (0.2) will be paid at pro-rata of Grade 5 (\$41.89 per hour, \$82,775 per annum). Salary packaging is available for this position.

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.