



SCARLET ALLIANCE - APPLICATION KIT

International Project Officer (PNG) (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 - 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 on 02 9326 9455 to discuss

POSITION TITLE – International Project Officer (PNG) (0.8)

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

The Scarlet Alliance project acts as a catalyst for the ongoing capacity development of the autonomous PNG sex worker community network (Friends Frangipani), assisting PNG sex workers to develop self-determined responses to HIV/AIDS. This project is in its fifth year.

The project aims to:

1. work with Friends Frangipani, the PNG sex worker network and contribute to the ongoing capacity development of the organisation;
2. assist the Friends Frangipani's executive committee to strengthen its transparent and accountable governance capacity;
3. assist the Friends Frangipani staff to develop work practices that promote sex worker community engagement and accountability to the community.

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 supervision, training and mentoring of staff including a small team 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, implement and evaluate project activities working in Australia and in Papua New Guinea 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;
- 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.
- Facilitate Friends Frangipani's knowledge, practice and understanding of community based organisational structure and activities.
- Assist Friends Frangipani to represent the PNG sex worker community through 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 the PNG sex worker network, Friends Frangipani.
- Facilitate the recruitment of and provide supervision and support to Friends Frangipani project staff.

- Assist Friends Frangipani in the effective operation and management of the Port Moresby based office.
- Develop educational resources in collaboration with the Communications Officer.
- Record 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 including Scarlet Alliance's Child Protection Policy.
- 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. Experience in providing sex worker peer education.
3. Demonstrated understanding 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. Knowledge and experience of the Australian response to HIV.
6. Knowledge of organisational structure, practices and activities within a peer based community organisation.
7. Effective oral and written communication skills; organisational, time-management and reporting skills; and the ability to work with minimal supervision.
8. Demonstrated cross-cultural skills and knowledge and demonstrated knowledge of culturally appropriate work practices.
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.

Desirable

1. An understanding of international development and the ways these practices might impact on regional HIV prevention and responses.
2. A basic knowledge of and/or interest in learning Tok Pisin.

POSITION LOCATION

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

Applicants from outside of NSW may still apply however the role will require work from an established home office as well as travel to, and work at the Sydney Scarlet Alliance office, and work for extended intervals in Papua New Guinea. Any re-location costs for applicants considering moving to Sydney must be met by the applicant.

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 NSW SACS award. This 0.8 FTE position will be paid at pro-rata of Level 5 (\$52,053 - \$54,336.00 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.