

<b>Job Title:</b>	Senior Policy and Advocacy Advisor	<b>Location:</b>	Australia wide
<b>Team:</b>	Prevention of Gendered Violence	<b>Position Type:</b>	Full-time
<b>Award:</b>	Social, Community, Home Care & Disability Services Industry Award 2010	<b>Award Level:</b>	Level 5
<b>Reports to:</b>	Prevention of Gendered Violence Director		
<b>Primary Job Purpose</b>			
<p>The purpose of this role is to support the Foundation’s work in advocating for changes to laws, policies and programs to prioritise the health and wellbeing of families and communities. The role includes undertaking complex policy analysis, developing high quality written materials, contributing to advocacy strategy development and engaging with a range of senior government, ministerial and peak body stakeholders. This role will focus on the intersection of alcohol use and gendered violence.</p> <p>The Senior Policy and Advocacy Advisor will be responsible for working within the Prevention of Gendered Violence team to undertake analysis of ongoing and emerging research areas, identify areas for investigation, analyse issues and evidence base, develop constructive policy solutions, draft policy documents (including submissions), contribute to advocacy strategies, develop the National Framework for the Prevention of alcohol-related family violence, inform media and communications outputs and make recommendations to governments and other stakeholders.</p>			
<b>Responsibilities</b>			
<ul style="list-style-type: none"> <li>• Provide advice and support to guide the delivery of consistent and effective high-quality policy outcomes.</li> <li>• Support the development of the updated National framework for action to prevent alcohol-related family violence.</li> <li>• Proactively drive and manage allocated key issues and priorities to reach agreed outcomes in consultation with team members.</li> <li>• Engage in advocacy, including providing input into advocacy strategies, meeting with decision makers and preparing briefings.</li> <li>• Actively maintain a detailed knowledge of subject areas to identify and respond to emerging issues within policy frameworks.</li> <li>• Draft high quality written materials including policy positions, reports, and submissions to government.</li> <li>• Undertake analysis of ongoing and emerging research areas.</li> <li>• Provide input to the Communications and Campaigns team on traditional and digital media and other communication outputs.</li> <li>• Develop and maintain strong stakeholder networks.</li> <li>• Represent the organisation to a range of government, political and peak body stakeholders.</li> <li>• Perform other duties as directed by the CEO and/or Prevention of Gendered Violence Director.</li> <li>• Apply the principles and practices of FARE and adhere to the company’s Values and Code of Conduct.</li> <li>• Adhere to all the requirements of the Work Health &amp; Safety Act and Regulations, both personally and in relation to the other staff and the company in general.</li> </ul>			
<b>People Management</b>	The position has no direct line management responsibilities		
<b>Budget Management</b>	The position has no budgetary responsibilities		

Capabilities			
<b>Qualifications/ Experience</b>	<ul style="list-style-type: none"> <li>• A minimum of 3 years’ experience in community or health policy coupled with relevant tertiary qualifications, or equivalent experience.</li> <li>• Demonstrated experience in planning and achieving advocacy outcomes.</li> <li>• Demonstrated strong stakeholder management and engagement skills.</li> <li>• Knowledge of parliamentary and policy development cycles and processes.</li> <li>• Demonstrated ability to work with others across teams and at all levels.</li> <li>• Demonstrated communication skills, adaptable to the broader stakeholder group.</li> </ul>		
<b>Knowledge/ Skills</b>	<ul style="list-style-type: none"> <li>• Expertise in social or health policy, including knowledge of relevant legislation, and government policies in subject area.</li> <li>• Knowledge of domestic, family and sexual violence (DFSVM) and current approaches to evidence-based prevention and response highly desired.</li> <li>• Demonstrated knowledge of policy and political processes and government operations.</li> <li>• Strong persuasive communication ability, including fluency in a variety of written and verbal communication forms.</li> <li>• Ability to manage relationships with government entities, members of parliament, academics and stakeholders within the sector.</li> <li>• Strong planning and negotiation skills, and ability to exercise sound judgment.</li> <li>• Demonstrated ability to work with others across teams and at all levels.</li> <li>• Demonstrated ability to work productively to achieve results, with minimal supervision.</li> <li>• Knowledge in legal, public health or digital policy is desirable.</li> </ul>		
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Values-based and outcomes focused.</li> <li>• Demonstrated ‘can-do’ attitude and actively contribute to developing a culture of excellence, creativity, responsiveness and flexibility.</li> <li>• Demonstrated commitment to continuing professional and personal development.</li> </ul>		
<b>Reviewed By:</b>	Ayla Chorley	<b>Date:</b>	23/01/2026
<b>Approved By:</b>	Ayla Chorley	<b>Date:</b>	23/01/2026
<b>Last Updated By:</b>	Robyn Gawenda	<b>Date:</b>	23/01/2026