

• • Manager, Policy & Advocacy



Speech
Pathology
Australia

• *Melbourne CBD, part or full-time, attractive remuneration*

• Speech Pathology Australia is the national peak body for more than 8,000 speech pathologists across Australia. Reporting to the CEO, you will lead and motivate a small team dedicated to the provision of high level support to strategic advocacy and policy development.

• Well-qualified and experienced in government relations and policy, you exhibit a strong grasp of political issues, advocacy and stakeholder engagement. Exposure to disability, health and/or education sectors would be advantageous. If you have a passion for making a difference to the lives of those with communication and swallowing disorders, this role will be an exciting opportunity.

• Please view the Position Description on www.brookerconsulting.com.au and send a brief CV (Word format, up to 5 pages) to career@brookerconsulting.com.au or ring Jeremy Wurm on 03 9602 1666, in confidence.

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POSITION DESCRIPTION

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| POSITION TITLE: | Manager, Policy and Advocacy |
| OVERALL OBJECTIVE: | To provide high level support to strategic advocacy and policy activities of the Association. |
| REPORTS TO: | Chief Executive Officer (CEO) |
| DIMENSIONS: | Work independently and under direction for delegated projects Responsible for policy & advocacy budget Supervision of policy staff |
| NATURE AND SCOPE: | The position is up to full time and is directly responsible to the CEO |

BROAD FUNCTIONS :

Identification and management of key policy and representational opportunities within the political, government and community context that are of high strategic interest and importance to the speech pathology profession.

SPECIFIC DUTIES:

- Assist and advise the CEO in strengthening the Association's political impact and achieving effective advocacy of issues for the profession and for people with communication and swallowing disorders.
- Investigate and implement high impact advocacy strategies to influence national policy and programs in the health (including mental health), disability, aged care, and early childhood sectors.
- Investigate and implement high impact advocacy strategies to influence state and territory based policy and programs in the hospital, education and justice sectors.
- In line with the Association's strategic plan, support identified priority activities through advice, coordination, and resource development.
- Undertake policy development and ensure policy and positions of the Association are politically strategic and supported by evidence and data.
- Provide policy briefings for the CEO and President (or other representatives) to ensure they are prepared for relevant policy and advocacy activities
- Advise on government relations and structures and foster appropriate political and bureaucracy networks
- Identify and promote alliances that will support the objectives of the Association
- Preparation of designated submissions and responses, drawing on the expertise of SPA staff and members of the profession
- Consult widely with members of the Association and more broadly as required, to inform development of policies and positions
- Capacity development to support members in state and local level policy and advocacy campaigns
- Attend meetings with the CEO and represent the CEO as required at various representational forums
- Undertake other key projects as designated.

WORKING ENVIRONMENT:

Speech Pathology Australia, National Office, in Melbourne. Interstate travel is required.

KEY INTERNAL RELATIONSHIPS:

CEO
SPA National Advisors and senior staff
Board Directors
Members

KEY EXTERNAL RELATIONSHIPS:

Allied Health Professions Australia
Consumers Health Forum
National Rural Health Alliance
Mental Health Australia
Ministerial advisors
Departmental staff
Peak professional and advocacy bodies
Various sector specific stakeholders and alliances

PERFORMANCE INDICATORS:

Quality of outcomes for identified projects and activities
Project deliverables met in accordance with priorities and within timelines and budget, including in line with the Association's strategic plan
Development of a strategic advocacy and policy plan on annual basis
Achieve relevant government and department meetings on key issues
Strong communication and networks developed internally and externally
Submissions and Policy briefing documents produced at a high quality level
Positive change for the profession achieved for designated areas of response.

SELECTION CRITERIA***Essential:***

Significant experience in government relations and policy development
Strong knowledge of federal and state political and government structures, with an understanding of the current political context
Experience liaising with a range of high level stakeholders, with demonstrated existing networks at various levels of government and peak organisations
Ability to strategically analyse and distill information and integrate into policy development
Demonstrated experience in preparing quality written submissions
Excellent verbal and written communication and interpersonal skills, with ability to negotiate and influence at a high level
Excellent organisation skills and project management, with ability to plan, prioritise and deliver measurable outcomes within agreed timelines.

Desirable:

Knowledge of current policies or sector issues in the disability or health sectors
Relevant experience in a health industry and/or not for profit organization
High level of enthusiasm and passion for making a difference

AUTHORITIES:

Specific projects as delegated

Incumbent – under recruitment