

Position Profile

Senior Adviser, Policy, Advocacy & Research



This position is within Head Office. It is part of the Impact and Engagement Team.

Position

- ☒ This position reports to the Director, Social Impact and Innovation
- ☐ Reporting line may vary depending on location and service size
- ☒ This position does not have any direct reports ☐ This position may have direct reports, positions vary
- ☐ This position has the following direct reports: Nil
- This position is designated Band 6 under the *Schedule of Authorities and Delegations*
- ☐ This position is a budget holder ☐ This position has designated revenue targets
- ☐ This position is an Aboriginal & Torres Strait Islander identified position
- ☐ This position works directly with children and requires a working with children related clearance

Purpose

The purpose of this position is to generate policy, advocacy and research outputs:

- to develop and advance policy platforms, and
- raise awareness and engagement with internal and external stakeholders

in TBS priority social impact areas -for example but not limited to: ageing and aged care; living with a disability; child, youth and family services, including early years development; NFP coalition building; First Nations engagement and collaboration; and care and support economy employment and workforce. Subject areas of focus for policy, advocacy and research will be identified according to current priorities.

Focus

To achieve this purpose, the position holder would typically:

Working under the supervision of the Director and in collaboration with others in the Impact & Engagement Team:

- Informed by TBS experience in service delivery, develop the policy, social change platforms and evidence bases upon which to advocate for national reform in the TBS priority social impact areas
- Effectively engage with key policy makers and influencers, campaign partners and supporters to develop and test policy and advocate for social policy change
- Work with external stakeholders, peer agencies, public sector and elected officials to advance TBS' goals in the TBS priority social impact areas
- Advise on policy positions related to TBS priority social impact areas and coordinate input into relevant government inquiries
- Work collaboratively within TBS to build internal understanding and support for advocacy initiatives and priorities
- Collaborate in translating research and evaluation outputs into policy and advocacy recommendations and collateral
- Develop targeted advocacy strategies, including targeting consumers, the community sector, policy makers and key government stakeholders to drive social policy change
- Develop and maintain external relationships with relevant peer agencies and public officials
- Contribute to coalitions of support for national reform in TBS' priority social impact areas
- Maintain close relationships with TBS operational and strategic teams to both inform TBS social impact work and share information back to the staff of the organisation.

Outcomes	<p>When things are going well we would expect to see these outcomes:</p> <ul style="list-style-type: none"> • TBS has clearly articulated policy positions and policy asks underpinning TBS priority social impact areas • TBS is perceived externally, with government and peer agencies, as a sector leader and an effective, credible advocate • TBS operational staff can see how we are using their experience to inform the public debate • TBS is a partner of choice for advocacy by sector partners • Government stakeholders are informed with engagement and reform proposals • Key coalitions are established and working effectively, and • Key staff are briefed and engaged in advocacy objectives. 		
Relationships	<p>We work collaboratively with others, however this position works close closely with:</p> <table> <tr> <td data-bbox="159 638 798 817"> <p>Within The Benevolent Society:</p> <ul style="list-style-type: none"> • Communications and Engagement team • Strategy and Quality Team • TBS operational staff (various) </td><td data-bbox="798 638 1522 817"> <p>Outside The Benevolent Society:</p> <ul style="list-style-type: none"> • Peer organisations • Academics • Bureaucrats and key politicians or advisers </td></tr> </table>	<p>Within The Benevolent Society:</p> <ul style="list-style-type: none"> • Communications and Engagement team • Strategy and Quality Team • TBS operational staff (various) 	<p>Outside The Benevolent Society:</p> <ul style="list-style-type: none"> • Peer organisations • Academics • Bureaucrats and key politicians or advisers
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Individual	<p>The SII team will work on a collaborative and integrated basis, with team members working flexibly, potentially on multiple policy, advocacy and research objectives simultaneously. The exact scope of work and functions required for a project will depend on the nature and goals of the project, individual strengths, experience and preference.</p> <p>To achieve the position purpose and outcomes the position holder will need to have:</p> <p>Tertiary qualifications in a relevant field and significant demonstrated experience in:</p> <ul style="list-style-type: none"> • National advocacy campaigns on social policy matters, preferably with relevance to TBS priority social impact areas • Indigenous engagement and collaboration initiatives, especially the Closing the Gap targets and strategy • Understanding of relevant and current social policy issues nationally and globally as they affect one or more of TBS' priority social impact areas, with the capacity to develop expertise in other areas • Understanding of the skills of social policy development, including policy research and analysis • Communicating through high level written and oral communication skills, including the ability to write to a publishable standard in both short and longer formats • Influencing others and creating change, both within and beyond the organisation • Taking a creative, logical and reasoned approach to achieving policy, advocacy and research objectives • Managing competing priorities in a mature, resilient and effective way • Understanding of social / media and other communication strategies for influence • Building effective relationships with multiple stakeholders. • Working independently and/or developing and mentoring less senior staff as required to produce high quality outputs. 		

This position may require some flexibility in terms of travel or hours of work:

Travel

- ☒ Overnight travel/stays may be required
- ☒ Some weekend work may be required
- ☒ Some evening work may be required
- ☒ Travel between office locations/regions may be required
- ☐ Travel to clients (varied locations) may be required
- ☒ Use of own registered, insured motor vehicle for business purposes may be required
- ☒ Use of TBS pool cars may be required

All of us might need to travel occasionally to attend learning opportunities, meetings or other key events.

Those with knowledge of this position say the things that might make your day are:

Context

- Working in a role that aims to change people's minds and influence public discourse
- Seeing how your work contributes to broader TBS goals
- Support from the community, influencers and external organisations for TBS advocacy goals.
- Seeing the whole organisation working together to drive change that will improve people's lives
- Seeing the collaboration of the community sector to achieve common goals in policy and systems change
- Seeing policy and budget announcements aligned to the work you've contributed to.

Those with knowledge of this position say some key challenges you might experience are:

- Dealing with the complexities and uncertainties inherent in influencing social change
- Working out how to make logical recommendations that are politically compelling
- Ensuring TBS internal stakeholders stay appropriately briefed and engaged with advocacy objectives
- Positioning and maintaining TBS as a voice of influence in seeking policy change
- Competing priorities and noise in a crowded social issues environment.

Approvals

Approver Director, Human Resources **Date:** 8 May 2023 **Position Code:**

Review history V1.0 Release

Alternate titles Approved for use when advertising:

This Position Profile is not intended as an exhaustive description of the position, accountabilities or associated duties. The Benevolent Society may alter or adjust this Position Profile at any time.