



## Position Description

### Sex Worker Outreach Program Coordinator

<b>REPORTING TO:</b>	Deputy Executive Director
<b>DIRECT REPORTS:</b>	Sex Worker Outreach Program Officers
<b>RELATIONSHIPS:</b>	Clients, Management, Board and internal staff, members, volunteers, local and federal government organisations, community groups, peer networks, peak bodies.

#### BACKGROUND

The AIDS Action Council (the Council) is a community-based health organisation that originated in 1983 from a grass roots response to a looming crisis. The Council aims to reduce HIV transmission and minimise the personal and social impacts of HIV/AIDS by delivering care and support services as well as broad community HIV education and health promotion activities and events.

#### VISION

Our vision is to build strong, connected and supportive communities that are free of new HIV transmission, marginalisation, discrimination and stigma.

#### MISSION

Our mission is to work with individuals, communities and partner organisations to: virtually eliminate new HIV transmissions by 2020; provide support for individuals and families living with and impacted by HIV; and build a strong and safe community that is free of discrimination, marginalisation and stigma.

#### VALUES

**We believe our work is part of a shared community responsibility for HIV and AIDS. In doing this work, we most value:**

- **Respect:** By honouring people's stories, valuing our history and treating everyone with dignity
- **Inclusiveness:** By being unbiased and fair in everything we do and consulting widely to identify where we can make the most difference
- **Leadership:** By motivating and inspiring others to reach the vision and mission.
- **Partnership:** By knowing, supporting and collaborating with individuals, groups and organisations to strengthen our response to HIV and AIDS
- **Empowerment:** By supporting people to make their own informed choices

The Council employs staff who have lived experience and use this openly, appropriately and effectively to build professional relationships with the people they work with. Lived experience is used to inform and contribute to staff culture and encourage community understanding and reduction of stigma and discrimination for all affected communities.

All selection is based on proven experience, qualifications and/or training and the person's potential to most efficiently undertake the responsibilities of the position. As a peer based organisation and HIV service agency, we recognise that people with lived experience bring unique perspectives, skills and knowledge that are important to the Council's work. The Council therefore promotes the recruitment and continued employment of LGBTI people, sex workers and people living with HIV/AIDS.



### **ABOUT THE SEX WORKER OUTREACH PROGRAM (SWOP) ACT**

SWOP ACT is a peer-based program of the Council focused on the prevention of HIV and other sexually transmitted infections (STIs) in the sex worker community through education and referral. SWOP ACT aims to achieve acceptance of sex work as a valid occupation and empowers sex workers to encourage, support and educate each other within our community.

### **ABOUT THE SWOP COORDINATOR POSITION**

The SWOP Coordinator works with the sex industry to provide education and a range of support programs on STI awareness to sex workers in the ACT region. As an advocate for HIV and sex workers, the SWOP Coordinator affirms the value of sex work and sex worker rights through advocacy for policy and law reform. The SWOP Coordinator has an understanding of the diversity of sex work and sex worker backgrounds and is engaged with contemporary and emerging issues facing the sex worker community. This involves in engaging with sex workers in sex worker spaces, including but not limited to studios, brothels, social media and sex worker online forums.

### **POSITION RESPONSIBILITIES**

#### **COMMUNITY AND INTER-AGENCY RELATIONS**

- Provide information, support, referral, advocacy and specific resources to sex workers on issues including but not limited to: the negotiation and the use of condoms and other safe sex products; STIs and other communicable diseases; other aspects of safe sex work; working conditions; dealing with studio and brothel owners, management and staff; legal issues; current 'ugly mugs'; housing; violence; insurance; financial management; children and custody issues; work cover; taxation; and completing legal forms
- Develop and maintain links with other sex worker organisations, including Scarlet Alliance Australian Sex Workers Association
- Promote SWOP ACT, the Council and contribute to building a sense of community by fostering links between sex workers in the ACT
- Contribute to other committees and organisations relevant to sex workers/industry as required
- Liaise with workers, studio and brothel owners, operators and other staff to monitor and promote health and safety standards within the industry
- Regular engagement with relevant stakeholders in relation to policies and practices designed to maximise the safety of workers and clients within the industry

#### **COMMUNICATION**

- Engages with the sex worker community through the provision of regular communications including managing and maintaining SWOP ACT's social media channels
- Engage with sex workers in sex worker-only spaces to promote SWOP ACT and its services
- Identify the need for and contribute to the development, delivery and evaluation of a range of appropriate educational resources for sex workers, including workers from diverse cultural backgrounds

#### **LEADERSHIP, TEAMWORK AND RESPONSIVENESS**

- Provide leadership to SWOP Officers in the execution of their duties
- Participate in staff meetings and staff development programs and disseminate information to SWOP Officers, as required
- Assist in the training of and provision of resources to police, sexual health centre staff, Council staff and volunteers, tertiary and other students, youth groups and other health/welfare workers as required
- Undertake an outreach program reflecting the specific needs of sex workers (including those from culturally diverse backgrounds) in the ACT sex industry as identified
- Facilitate the provision of training opportunities for sex workers reflecting demand for such programs



## **SERVICE DELIVERY**

- Provides outreach and regular engagement to studio and brothel based workers, and to private workers including touring workers
- Observe professional boundaries and standards and assists others with ethical dilemmas
- Provide information about safe sex to industry businesses, including information on safer commercial sex practices and required WHS standards
- Develop and review sex worker resources
- Monitor the impact on sex workers of the practices of relevant institutions and service providers (e.g. the police and sexual and other health care services)

## **CORPORATE**

- Models ethical, respectful and accountable behaviour and demonstrates clear boundaries between their private practice and professional conduct
- Use the Council's monitoring and evaluation framework to evaluate programs and service user experiences
- Manage time and use tools effectively to assist with planning and organising, and take responsibility for work outcomes Demonstrate a strong commitment to a quality culture, implementing standards of excellence with a focus on continuous business improvement
- Maintain effective data collection and record keeping, incidence of service, particularly in relation to the contract with the ACT Health
- Maintain current awareness of HIV/AIDS, other communicable infections, sexual health, women's reproductive health and specific information circulated through the Council and other sources and this information to disseminate to service users and SWOP Officers on a regular basis
- Adhere to all Council policies, including the Intellectual Property and Confidentiality Policy and Code of Conduct
- Contribute a sex worker/industry perspective to the development of policies within the Council
- Monitor the legislative framework as it applies to the sex industry

## **ATTRIBUTES**

- Aptitude suited to dealing with difficult situations reflecting resilience, creativity and cultural awareness
- Honesty and integrity and ability to accept responsibility for actions
- Models self-awareness, self-management and social awareness through all levels of communications, problem solving and conflict resolution
- Creativity and innovation to find ways to capture, communicate and share innovative ideas and practices
- Patience, tolerance and respectful behaviour displayed at all times
- A commitment to working flexibly including remotely and outside of business hours is required

## **QUALIFICATIONS AND EXPERIENCE**

- Significant experience as a sex worker is essential
- Demonstrated understanding of, and experience working within a community based organisation
- Experience in managing a range of education programs and campaigns
- Highly developed communication skills, both verbal and written
- Ability to establish and maintain relationships with a range of stakeholders
- Current drivers licence desirable
- Able to demonstrate high levels of competency in using computers, familiarisation with the Windows environment, Microsoft Office applications and online platforms
- Proficiency in an Asian language would be an advantage



### **KEY SELECTION CRITERIA**

1. Experience working with people involved in the sex industry, understanding of ACT Sex Work Act (1992) and comprehensive understanding of sex worker spaces including online spaces.
2. Advanced verbal and written communication skills; demonstrated high level advocacy and stakeholder management skills and the capacity to build and maintain networks.
3. Experience working collegiately and constructively within a team environment as well as independently and flexibly with minimal supervision.
4. Well-developed advocacy and negotiation skills including the experience developing policy and briefing documents.
5. Understanding and awareness of sex worker issues, safe sex and harm reduction strategies (including safe injecting and other drug use issues) and of HIV/AIDS and other STIs, as they relate to the sex industry.
6. Understanding and commitment to the objectives and values of the Council and HIV/AIDS related social and health issues.

**This position is part-time (20 hours per week) and is classified at Level 5.1 Social, Community, Home Care and Disability Services Industry Award 2010.**

**Remuneration is \$38.08 per hour (including leave loading) plus superannuation, excellent working conditions and salary packaging.**

### **HOW TO APPLY**

To apply you will need to address the selection criteria (maximum 1200 words) and submit along with your resume and contact information for two referees. Please email your application to [executive@ aidsaction.org.au](mailto:executive@ aidsaction.org.au). Applications close at 5:00pm on Friday 2 August 2019. All applications are confidential.

**The AIDS Action Council is a registered charitable organisation and had Public Benevolent Institution (PBI) status – salary sacrifice is available.**