



Disability Advocacy Service Inc.

Job Description & Selection Criteria

- Position Title:** Disability Royal Commission (DRC) Advocate – Part time
- Employment Award:** Social, Community, Home Care, Disability Services Industry Award 2010 (NT)
- Salary:** 4.1 Depending on experience
- Employment Conditions:** Contract Part Time – 3 days p/w

- SACS Level - determined by qualifications and experience.
- Pro-rata of five (5) weeks recreation leave per annum
- Pro-rata of 10 days' sick leave per annum – accumulative
- Standard six-month probationary period applies.
- Minimum qualifications - tertiary qualifications, relevant to the position which may include: Disability or health related studies, social work or educational qualifications.
- NDIS Experience or Disability Advocacy Experience
- Position is directly responsible to the CEO of DAS.

Responsibilities of the position:

- Knowledge and understanding of the NDIS and assistance to clients with appeals and applications.
- The provision of quality individual and systemic advocacy to persons with disabilities across Alice Springs.
- Knowledge of current and relevant N.T. and Commonwealth Legislation and Disability Advocacy Service Strategic Plan 2016 - 2019.
- Promotion of the rights of persons with disability through an understanding of advocacy principles.
- Maintenance of accurate and up to date client records and data of individual advocacy delivered.

Selection Criteria

Applicants will be assessed and short-listed for interview for their suitability to this position against the following:

- Qualifications
- Knowledge
- Skills

Essential:

- Hold tertiary qualifications, relevant to the position which may include: Disability or Health related studies, Social work or Educational qualifications. OR
- Significant experience in the field of disability, human rights, or social justice sectors will be considered.
- Experience in a training environment with an ability to deliver training modules in support of people with disabilities and their carers
- Well-developed communication skills, including the ability to successfully negotiate with, and influence, diverse groups and to communicate complex issues in plain language effectively
- Sound knowledge of legislation relevant to supporting / advocating for people with disabilities. For example, the Disability Discrimination Act 1992 and N.T. Disability Service Standards.
- Experience working with persons with disability, or experience of disability.
- Strong oral and written communication skills; and sound organisational, planning and time management skills.
- Ability to self-evaluate professional performance and growth
- Experience in working in a cross-cultural environment within the context of Central Australia
- Proven ability to develop and maintain collaborative trusted relationships with stakeholders from diverse cultural and social backgrounds
- Demonstrated ability to work as a member of a small team and contribute to the effective operation of that team to achieve desired outcomes

Desirable

- A high level of interpersonal skills, particularly in the areas of negotiation and conflict resolution
- Sound working knowledge of the Microsoft suite of programs and experience in the use of a client database.
- Basic knowledge of the National Disability Insurance Scheme.
- Current N.T. 'C' class driver's licence.

Referees:

Please identify a minimum of two referees that can comment on your knowledge and skills relevant to this position including a recent Manager or employer.

DAS are an equal opportunity employer and encourages applications from people with disability. We also respect the Traditional owners on the land we deliver services and encourage applications from persons who identify as Indigenous.