



SCARLET ALLIANCE - APPLICATION KIT

**Migration Project Manager
(0.4 FTE – 2 days per week) (Sydney)**

TO APPLY:

1. Read the attached information outlining the position description, criteria, and terms and conditions for employment.
2. Complete your application by including:
 - **At least one page addressing the selection criteria** (see page three for a list of the criteria). Under each criterion write any relevant knowledge, skills, abilities, training and experience to demonstrate you meet that criterion. You can give specific examples where you have used your skills and abilities, which relate to the specific criterion. Where the criterion asks for 'demonstrated' knowledge you must show and explain that you have this knowledge (as briefly as possible). If you fail to clearly illustrate that you have this knowledge it will be assumed that you do not meet that criterion.
 - **A copy of your curriculum vitae (CV)** that provides your personal details, qualifications and work history, including sex work. Scarlet Alliance endorses an affirmative action policy which promotes sex work experience as an essential selection criterion. Information provided by applicants will be kept in the strictest confidence and viewed only by the interview panel.
 - **Two professional referees.** The name, email, and/or telephone contact details of two professional referees who can be contacted for a confidential verbal reference.
3. Email your application to:

Email - ceo@scarletalliance.org.au

Applications Close: Applications addressing the selection criteria along with a current CV and at least two (2) referees must be received by **close of business on 9 March 2016.**

Note: If you are interested in the position but unsure whether you meet the selection criteria please call Jules Kim on 02 9517 2577.

POSITION TITLE – Migration Project Manager (Part time – 2 days per week), Sydney

ORGANISATION DESCRIPTION

Scarlet Alliance, Australian Sex Workers Association Inc., is the national peak body representing sex workers and sex worker organisations, projects, groups and networks. Scarlet Alliance conducts projects in Australia and internationally.

PROJECT DESCRIPTION

This project aims to support migrant sex workers with migration issues and advice on workplace rights and responsibilities, and to enhance the capacity of sex worker peer educators in Australia to provide support to migrant sex workers, a community affected by anti-trafficking interventions. The project supports development, promotion and distribution of evidence based policy on anti-trafficking issues and the impact on sex worker communities for key stakeholders including government. The Migration Project steering committee meets regularly to guide the project and inform the evidence base the projects activities are built on. The project incorporates a partnership component with Empower Foundation of Thailand to increase the information that is available to sex workers in Thailand on their legal and migration rights and responsibilities.

ORGANISATIONAL RELATIONSHIPS

This position is responsible to the Scarlet Alliance Chief Executive Officer.

This position is responsible for supervision, training and mentoring of staff and volunteers.

RESPONSIBILITIES

All duties conducted are to be guided by the Scarlet Alliance objectives.

The Migration Project Manager will:

- Coordinate and manage the Scarlet Alliance Migration project including proposal writing, project design and planning, monitoring and evaluation, donor reporting, staff supervision, finances and partnership agreements with existing and potential partners;
- Supervise, train, support and up-skill migration project staff and volunteers;
- Collect, collate, analyse and maintain information and data on sex worker migration in Australia, and develop position papers in relation to migrant sex work in Australia;
- Attend the National Roundtable on Human Trafficking and maintain relations with relevant stakeholders and other committee members for policy and referral purposes;
- Support capacity of membership in understanding and responding to migrant sex worker issues, including up to date information on anti-trafficking responses in Australia and information on migration and legal rights and responsibilities;
- Represent sex worker migration and trafficking issues publically, including to the media, the community and the industrial relations, migration, trafficking and HIV sectors. Preparation and delivery of conference abstracts, presentations and briefing papers;
- Ensure Scarlet Alliance work practices comply with the requirements of the relevant legislation and WH&S policies and procedures;
- Conduct other duties as directed.

KEY SELECTION CRITERIA (Qualifications, Experience, Skills and Abilities):

Essential

1. Sex work experience and demonstrated understanding of the principles of human rights and sex worker rights.
2. Bilingual language skills (spoken, written, comprehension) in Thai and/or Cantonese and/or Mandarin and/or Korean and English.
3. Effective English oral and written communication skills; organisational, time-management and reporting skills; and the ability to work with minimal supervision.
4. Skills in program management including staff supervision and mentoring; report writing; budgeting and financial management; proposal writing and program evaluation.
5. Experience in planning and implementing training and community education.
6. Demonstrated understanding and experience in peer education (formal and informal) and sex worker community development.
7. Demonstrated understanding of the importance of networking and the ability to network effectively with a range of organisations and stakeholders.
8. Knowledge of organisational structure, practices and activities within a peer based community organisation.
9. Demonstrated cross-cultural skills and knowledge and demonstrated knowledge of culturally appropriate work practices.
10. A desire and willingness to work with sex workers, people who speak English as a second language, and people living with HIV.

Desirable

11. An understanding of migration policy and sex work regulation in Australia and the ways these policies might impact on regional trafficking prevention and education.
12. Knowledge of the Australian response to human trafficking and its impact on migrant sex workers.

POSITION LOCATION

The position will be based at the Scarlet Alliance Sydney office. Interstate and/or overseas work and travel may also be required. Some evening and weekend work may be required.

SALARY & CONDITIONS OF APPOINTMENT

This is a fixed term position until June 2017 subject to ongoing funding and organisational change.

Staff are covered by the terms and conditions of the Social, Community, Home Care and Disability Services Industry 2010 Award and the National Employment Standards. This part-time fixed term position is for 2 days per week (0.4) paid at pro-rata of Level 6 (\$37.45 per hour, \$74,001.20 per annum). Salary packaging may also be available for this position.

TRAINING

Orientation and handover are offered as part of the training for this position.

Note: This Position Description includes an attached copy of Scarlet Alliance's objectives.

MISSION STATEMENT

Through its objectives, policies and programs, Scarlet Alliance works to achieve equality, social, legal, political, cultural and economic justice for past and present sex workers in order for sex workers to be self-determining agents, building their own alliances and choosing where and how they live and work.

3. OBJECTS

The objects for which Scarlet Alliance is established are:

- (a) To promote the civil and human rights of past and present sex workers and to work toward ending all forms of discrimination against them;
- (b) To lobby for legal and administrative frameworks which do not discriminate against sex workers;
- (c) To challenge any government at any time when and where it implements legislation, regulations, rules, policies or law enforcement practices which are discriminatory and/or repressive to the rights and autonomy of sex workers;
- (d) To actively promote the right of all sex workers to work in whatever area of their chosen occupation, including street, brothel, escort, private and opportunistic work;
- (e) To actively work towards guaranteeing the right of all sex workers to optimum occupational health and safety provisions. This will promote conditions where safe sex and general health knowledge can be converted to safe work practices. Furthermore, challenge any legislation, policy or process which does not so promote the rights of the worker;
- (f) To strive to eradicate sex worker stereotypes and stigmatisation in the popular consciousness and to communicate the diversity of ideas, opinions and aspirations of past and present sex workers;
- (g) To liaise with international sex worker rights groups in the development of regional and international networks, programs and objectives;
- (h) To support sex workers and sex worker organisations to become more politically active;
- (i) To enhance the capacity of sex workers to participate in advancing their rights and build networks & organisations;
- (j) To gather and disseminate sex industry related information to members;
- (k) To play an active role in Australia's response to HIV/AIDS, including supporting peer education and harm reduction strategies for sex workers;
- (l) To provide training and education on issues relating to the Australian sex industry and the migration of sex workers into Australia; and
- (m) To present up to date information on sex work issues at national and international forums.

These objects are undertaken in order to advance sex worker rights.