



HACSU

Health & Community
Services Union

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Position Description

Position Title:	Disability Policy Officer
Position Objective:	To provide advice and support to HACSU leadership on disability services. The position will also be required to identify and report systemic issues to HACSU Officials.
Reports To:	Assistant State Secretary and State Secretary.

Organisational Context of the Position:

HACSU is the Victorian No.2 Branch of the Health Services Union. HACSU is an industry bases Union representing mental health Nurses, health professionals, Alcohol and other drug workers and Disability Support workers and other direct care and Support staff in Victoria Mental health and Disability Services.

On 18 December 2017, the Victorian Government announced that it would proceed to transfer its disability services delivered by the Department of Health and Human Services (DHHS) to the non-government sector. Specifically, the services in-scope for transfer are Supported Independent Living/SIL (group homes) and Short-Term Accommodation and Assistance/STAA (facility-based respite).

This decision affects approximately 5,000 employees and 2,500 clients.

HACSU believes that, to provide a quality and unified disability service, Victorian services must offer good wages and conditions to attract and retain the best staff. Protection of employment terms and conditions benefits both the clients and the workforce.

HACSU is concerned about a range of issues including but not limited to

- Service policy, quality, diversity and capacity,
- Safety net and safeguards,
- Staff training and development,
- Current and future wages and employment terms,
- Job insecurity and precarious employment,
- Decline of collective organisation.

HACSU has strong union density within the disability sector and is growing strongly. The Disability Sector has bargained significant employment terms and worker career structures in a single comprehensive EBA for those who have transferred from the Department of Health and Human Services to the non-government sector; however, when the EBA expires, HACSU negotiates with each service to ensure terms and conditions reflect current practice and incorporate as many safeguards and protections as possible.

The priority of the Union is to grow the strength and the power of HACSU by advocating for and protecting the professional and industrial interest of all members. However, at times,

the activities needed to fulfil our Strategic Industry and Operational objective may change and others may take on an additional or different emphasis.

HACSU is seeking the services of an experienced person capable of undertaking complex research, policy and business development, industrial advocacy and strategic political communications. The successful applicant will work on key policy areas and will represent HACSU at a high level with Government Officials, CEO's of disability services and other disability sector peak bodies.

The person will be responsible for:

- Researching and developing detailed and sustainable policy responses to workforce issues relating to the disability sector that enhance workforce capacity, quality, sustainability and collective organisation.
- Researching, monitoring, and educating staff on NDIS policy changes and its impact within the disability sector within Victoria and nationally.
- Writing detailed policy initiatives, undertaking cost and risk analysis and advocating acceptance of those initiatives.
- Strategically representing the interests of the Union and its members to State Government taskforce, Ministers, Victorian skills commission, ministerial advisors and other influential stakeholders.
- Developing policies and initiatives for:
 - Workforce Support including Education and Training, and policies around sector paperwork.
 - Reorientating the union's business model to grow collective unionisation and development of workers.
 - Supporting the workforce with a focus on recruitment and retention
 - Workforce initiatives that build workforce capacity and support collective organisation across the Victorian Disability sector
 - Skills training
- Strategic relationship building involving State Government Ministers, Peak Employer Groups, CEO's, Statutory Bodies and Heads of Departments. participation in strategic policy and decision-making processes including Ministerial and Governmental taskforce, developing strategic and campaign alliances with service advocates.
- Undertaking high level Political Liaison in conjunction with Senior HACSU Officials
- Prepare briefing papers, background reports and position papers on behalf of the union
- Researching and developing profitable internal and external alternative business cases and establishment plans that enhance union collective organisation.
- Working as part of a team in developing and implementing the union's strategic goals.
- With the support of other HACSU Officials, producing resource and educational material for staff and members
- Contributing articles to the union's publications
- Writing newsletters on behalf of the union

The person will possess the following education, skills, knowledge, and attributes:

- Qualification or extensive experience in the field of social research and policy, industrial relations or other relevant areas.
- Progressive values, commitment to the union movement and collective worker organisation
- Business and political strategist and analytic thinker
- Strong research policy development skills
- Strong communicator
- Sound understanding of the NDIS
- Understanding of Education and training models for the disability workforce
- Understanding of industrial and employment law in state and commonwealth jurisdictions
- Team player who works collegiately and exhibits leadership qualities

Appointment and performance appraisal

The successful applicant will be appointed for a 12-month contract period which may be extended. The position is subject to a 6-month probationary period.

The successful applicant shall participate in regular internal performance supervision and appraisal processes.

Note: Statements in this position description are intended to reflect, in general, the duties and responsibilities of the position and are not to be interpreted as being exclusive

HACSU is an equal opportunity employer and provides a smoke free workplace.