



POSITION DESCRIPTION – Outer East

Youth Co-Facilitator position for the Enabling Young Women Leadership Program

Women with Disabilities Victoria, Knox city Council and Yarra Ranges Council are working together to deliver and evaluate the **Enabling Young Women Program** in 2018.

Enabling Young Women is a 6 week (1 day per week) leadership program empowering a group of 8-12 young women with disabilities ages 15-25. The program aims to build upon the participants' natural leadership skills, their self-confidence, and empowers them to voice issues that relate to them and other young women with disabilities within their community. The program provides the opportunity for young women with disabilities to come together to share their lived experiences of disability, expand community networks, find solutions to address issues of social and cultural challenges and to rise to their true leadership and advocacy potential and to have fun!

We are looking for a young person (18-25 years) who lives in the Melbourne Outer East regions of Knox and Yarra Ranges who **identifies** as a woman with a **disability** to assist with the delivery of the **Enabling Young Women** program as youth co-facilitator. This program will be delivered in Yarra Ranges during October and November 2018.

Program sessions run for six (**6**) sessions on Wednesdays during the day from the 17th October to the 21th November 2017 at the Montrose Town Centre, 935 Mount Dandenong Tourist Rd, Montrose with a graduation celebration on 28th November.

Applicant interviews for this role are planned for Monday August 06th, 2018. Access requirements including transport for the role can be arranged if needed.

EMPLOYMENT CONDITIONS:

Classification: Women's Health Victoria Enterprise Agreement (2007)

Level 2, Year 1 (+ 25% casual staff loading) = \$31.45 per hour

EW Co-facilitator position time commitment:

Panel member for Enabling Women Participant interviews	2 days (max 6 hrs/day) – up to 12 hours
Enabling Women sessions - 5hours per session x 6	30 hours
Preparation time for each Enabling Women session x 6	12 hours
Staff induction, Additional set up, pack up and debrief for miscellaneous	12 hours
Graduation event (in week 7) 1 x 5hours	5 hours
TOTAL NUMBER OF HOURS	59 + (up to 12 hours for participant interviews) = 71 hours

KEY RESPONSIBILITIES

Reporting to the lead facilitator, Jessica De Mercurio, you will be responsible for assisting with the following:

- Recruitment process for course participants
- Presentation at information session
- Preparation and delivery of the 10 modules
- Facilitation of the group's learning experience
- Supporting the women undertaking the course
- Undertaking other duties and responsibilities as required

SELECTION CRITERIA

1. Personal experience of disability
2. An understanding or potential to learn about the social model of disability and feminist frameworks.
3. Good communication skills, both written and verbal
4. An understanding of the issues affecting young women with disabilities
5. The ability to support young women with disabilities to become more empowered
6. Experience, knowledge or the potential to acquire the skills to facilitate group learning
7. An understanding of how to support young women to make informed choices
8. Experience in developing and delivering information in easy English (desirable)

A Police check and Working with Children check is mandatory for this position.

As an employee of Women with Disabilities Victoria, your position will need to comply with WDV's current Privacy Policy, which will be supplied upon employment. As a WDV staff member, the Youth co-facilitator is also required to respect appropriate staff-participant boundaries and behaviors.

To apply for this role, please provide;

- **covering letter (with your name and address),**
- **Please explain in a couple of sentences how you would meet each of the selection criteria and**
- **Provide a current resume with 2 recent referee names & contacts.**

Please email or post applications to:

JESSICA DE MERCURIO

Women with Disabilities Victoria

Engagement & Empowerment Officer

GPO Box 1160, Melbourne 3001

Email: jess.demercurio@wdv.org.au

**Contact Jess De Mercurio on 9286 7800 for more information or if
you require any support to complete the application**

Applications close at 9am on Monday 30th July 2018