

POSITION DESCRIPTION

Co-Facilitator position for the Enabling Women Leadership Program

Women with Disabilities Victoria and Darebin City Council, Moreland City Council, City of Yarra and Women's Health In the North are collaborating to deliver and evaluate the **Enabling Women Program** this year (2017).

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

We are looking for a woman who **identifies** as having a disability from the Darebin, Moreland or Yarra area to assist with the delivery of the **Enabling Women** program as the Co-facilitator in the inner north Melbourne metropolitan region from August to October 2017. Some experience of supporting people with disabilities to become more empowered is desirable.

The program will run for 6 days over 6 weeks from the 15th August to 19th Sept 2017. It will run over **5** Tuesdays on 15/8, 22/8, 29/8, 12/9, 19/9 and **1** Thursday on 7/09 at the Northcote Library. There will be a celebratory graduation ceremony on Tuesday 3rd October and a graduate reunion will be on Tuesday 31st October 2017.

Applicant interviews are planned for Tuesday 27th and Wednesday 28th June in Coburg at an all abilities accessible venue. Women from the local government areas of Darebin, Moreland and Yarra are **encouraged to apply**.

This is a fixed-term contract. Contract period commences on Tuesday 18th July and ends on Tuesday 3rd October 2017 at the completion of Enabling Women program.

EMPLOYMENT CONDITIONS:

Classification: Women's Health Victoria Enterprise Agreement (2007)
Level 2, Year 1 (+ 25% casual staff loading) = \$29.09 per hour

Interview Panel Sitting Fee: \$100 per day for 2 days (up to 12 hours)

EW Co-facilitator position time commitment:

Panel member for Enabling Women Participant interviews	2 days (up to 6 hours per day)
Enabling Women sessions - 5hours per session x 6	30 hours
Preparation time for each Enabling Women session x 6	12 hours
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 12hours) = 71hours

KEY RESPONSIBILITIES

Reporting to the lead facilitator, Carly Myers 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

- Personal experience of disability
- An understanding of and commitment to working from a social model of disability perspective
- Good communication skills, both written and verbal
- An understanding of the issues affecting women with disabilities, within a social/feminist model
- The ability to support people with disabilities to become more empowered
- Experience, knowledge or the potential to acquire the skills to facilitate group learning
- An understanding of how to support people to make informed choices
- Experience in developing and delivering information in easy English (desirable)

To apply, please write a covering letter (with name and address), respond to each of selection criteria above and a copy of your current resume, and a document with at least two (2) current referee names & contacts. Please email or post applications to:

CARLY MYERS

Women with Disabilities Victoria

Engagement & Empowerment Officer

GPO Box 1160, Melbourne 3001

Email: carly.myers@wdv.org.au

Contact Carly Myers on 9286 7815 for more information, or to discuss any accessibility support needs to complete the application

Applications close at 5pm on Tuesday 20th June 2017