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| Position Description |
| **Position title** | Local Community Builder – Here We Are Project |
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| **Time fraction** | .6 FTE |
| **Created/reviewed** | Created: 30/01/2018  |
| **Position overview** | Women with Disabilities Victoria has received funding from the National Disability Insurance Scheme, Information and Linkages Capacity Building Program to implement the Here We Are Project in four regions throughout Victoria. The program aims to increase the community’s capacity to be inclusive of women with disabilities. The project will also lead the development of an online resource that can be used to increase community capacity building. Cobram Community House has been funded to implement this project within the Cobram local area and surrounding district. The role of the Local Community Builder is to build capacity for community involvement and collaboration to drive inclusion for women with disability. The project acknowledges and affirms that women with disability have the right to participate in and benefit from the same community activities as everyone else.Duties and essential job functions:* Build community awareness and capacity
* Consult with service providers, women with disabilities, Local Hub Liaison officer, other organisations and training providers to maintain an understanding of good practice in community development
* Identify events and other opportunities on which to focus community capacity building through partnering
* Develop/organise and promote relevant workshops and forums relating to reducing barriers to community participation experienced by women with disabilities
* Develop and promote relevant resources on increasing community awareness of barriers experienced by women with disabilities and how to eliminate such barriers
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| **Reporting relationships** | Direct Report: Manager, Cobram Community HouseIndirect Report: Here We Are Project Officer (WDV) |
| About CCH  |
| *CCH is a not-for-profit provider of Community Services and Training Services to Cobram and district. It is a Neighbourhood House, a Registered Training Organisation and operates a Centrelink Agency.**A voluntary Committee of Management is responsible for employment, organisational policies, legal and management issues. It delegates its authority to the Manager for its day-to-day operations.**Our Vision**To be the premier provider of education and training programs and community support services within Cobram and District*

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| About WDV |
| *Women with Disabilities Victoria (WDV) is an organisation of women with disabilities for women with disabilities.**WDV recognises that women with disabilities are among the most marginalised in our community and empowers women with disabilities to achieve their rights in Victoria.* *We focus on those areas where gender inequity and/or disability have the biggest impact on the capacity of women with disabilities to be respected and to fully experience life.* ***Our Vision***A world where all women are respected and can fully experience life.***Our Values***Our values uphold human rights and social justice.* Equal Opportunity
* Accessibility
* Respect
* Collaboration
* Effectiveness
* Creativity
* Diversity
* Accountability
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| About the Position |
| **Key Responsibility Areas** | **Timeframes** |
| The Local Community Builder is responsible for working with agreed partners to:* Build community capacity to be inclusive of women with disabilities
* Support organisations to develop and implement community improvements
* Work with existing local disability networks within the region
* Increase knowledge and capability within business and community organisations
* Develop and support more inclusive opportunities for active participation and feelings of belonging in community
* Promote positive change and increased community understanding of rights and barriers for women with disability
* Participate in and contribute to the Communities of Practice
* Contribute to a community toolbox of resources
 | February 2018 – December 2018 |
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| **Key Selection Criteria** |  |
| * Strong interpersonal and communication skills
* Good time management skills
* Knowledge of community development as it applies to Cobram and surrounding district and the barriers for women with disabilities
* Demonstrate ability to work within competing priorities
* Ability to network
* Show an understanding of gender bias and feminist practice
* Relevant computer literacy
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| **Other Requirements** |
| **Professional Development: Two professional development opportunities will be offered by Women with Disabilities Victoria. Local Community Builders will also be required to attend 10 Communities of Practice.** |
| **Provide Support to Other Roles as Required:** |
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