

Directorate

Division

Branch

Section/School

Permanent/Temporary

Position Number

Position

Classification

Immediate Supervisor

Education

Service Design and Delivery

Engagement & Wellbeing Support Services

Wellbeing & Inclusion

Temporary

P71521

Assistant Director Gender Equality Policy & Practice

SOGC

Director Gender Equality Policy & Practice

THE DIRECTORATE

The Education Directorate is a leading learning organisation where people know they matter, delivering high quality early childhood education and public-school education in an accessible and inclusive environment.

THE BRANCH

The Learning and Wellbeing Policy and Design Branch leads the innovative service design function for the Group, developing contemporary policy and programs across the different stages of schooling, using evidence-based practice to inform the universal, selected and targeted service offerings. They have a strong focus on quality assurance and evaluation of the programs and services in support of government and key stakeholders, ensuring the service meets the needs of students, families, schools and the wider community.

THE POSITION

This role is an exciting opportunity to support schools to deliver contemporary gender and inclusion practice and develop teacher capability to ensure students have the skills, knowledge, and attitudes to engage in respectful relationships and to reject attitudes and/or behaviours that lead to gender-based violence in our community.

The successful candidate will be part of a team responsible for the implementation of the ACT Education Directorate's approach to gender equality and inclusion in ACT public schools. They will be responsible for developing and implementing policy, communications documents and professional learning that fosters gender equality and inclusion in ACT public schools. They will actively participate in the development of strategies, programs and other supports that will increase the gender equality and inclusion capability of school-based staff.

KEY RESPONSIBILITIES:

1. Support ACT public schools to better understand primary prevention, gender equality and understanding of respectful relationships
2. Engage in research to inform the development of evidence based contemporary policy and supports for schools.
3. Prepare strategic and complex submissions, briefs and correspondence in relation to a diverse range of matters relating to gender equality, diversity and inclusion.
4. Manage relationships with key stakeholders including community-based partners.
5. Work responsively to changing priorities in a dynamic policy and program setting.
6. Work in accordance with, and uphold the ACT Government Respect, Equity and Diversity Framework and the Directorate's Work Health and Safety System.

SELECTION CRITERIA:

1. Highly developed skills in designing and delivering education and/or training, strategies and programs, preferably in the area of gender diversity and equality.

Highly developed government writing skills, with the demonstrated ability to produce quality submissions, briefs and policy advice on complex issues.

2. Demonstrated ability to think strategically, analyse policy and make sound judgments in a sensitive and complex area to produce quality advice.
3. Highly developed organisational skills and demonstrated ability to manage competing priorities, work to multiple deadlines and achieve results in a dynamic working environment.
4. Demonstrated ability to develop and maintain strong and effective working relationships through highly developed interpersonal, communication and stakeholder liaison skills.
5. Demonstrated ability to consistently display commitment to, compliance with, and leadership in the ACT Public Service Code of Conduct, including demonstrated self-awareness, professionalism and a proven commitment to the implementation of the principles of workplace diversity, participative work practices and workplace health and safety.

HIGHLY DESIRABLE

Qualifications in education or health related fields is preferred. Experience in schools, education, sexual health or health policy will be considered highly desirable.

INTERESTED IN APPLYING?

If you are interested in this position, we encourage you to submit an application. To enable us to assess your merit, your application should include your:

- Current Resume/Curriculum Vitae
- Individual response to the selection criteria
In two pages or less your Statement of Claims against the selection criteria should summarise how your skills, personal qualities and experiences would enable you to fulfil the responsibilities of the position.
- Two Referees

Note:

A merit pool will be established from this selection process and may be used to fill similar vacancies over the next 12 months. Applicants may be selected on application and referee reports only.