



Job Description

Director, Government Engagement

February 2021

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Position description

Key information

Position	Director, Government Engagement
Direct reports	Temporary staff and consultants as required
Reports to	Executive Director, Advocacy
FTE	Full time or Part time (0.6 to 0.8)
Location	Canberra or Melbourne - other locations and virtual/hybrid work arrangements will be considered
Salary range	\$95,000 - \$130,000 excluding super (pro rata)
Award	Grade 3, Director (FYA Salary Framework) Level 6, PP1

Role summary

Young people deserve to be heard directly on social issues affecting them. You will lead FYA's engagement with government decision-makers, with a focus on building relationships and connections between young people and federal parliamentarians.

You'll work autonomously to connect young people to meet with target decision-makers to ensure young people's views are taken into account when developing government policy. Part of this role will focus on building young people's knowledge of how to engage with government, plan for political windows or opportunity, and persuade decision-makers.

You'll bring your extensive background in working both in parliament and with government departments, bipartisan networks at a federal level, and passion for working with young people.

About the Foundation for Young Australians

Today's generation of young Australians are facing unprecedented and intersecting crises. They also have the skills, insight and ambition to address them. At the Foundation for Young Australians, our vision is that young people have the power to

beat injustice and transform the future. In pursuit of this vision, our purpose is to back young people with the trust, resources, skills, and connections to make change.

FYA has a new theory of change, dynamic team and board, and a unique resource base. We are now shaping a future-focused organisation committed to the highest standards of professionalism, culture and conditions, diversity, and impact -- all centered around our key constituents: young people.

Our work is guided by a commitment to beating injustice and we strongly encourage applications from Aboriginal or Torres Strait Islander people, young people, people of colour, women, people with disability, people from LGBTIQ+ communities, and more. We acknowledge our sector (philanthropy and nonprofits) has systematically excluded these communities.

What we offer

- **A dynamic workplace.** We are a flexible, values-led and impact-driven workplace that combines the best of in-person connection and virtual efficiency.
- **Generous leave condition and flexible work.** FYA is committed to a flexible workplace, and offers opportunities for part-time work, 12 weeks paid parental leave, paid cultural and ceremonial leave, and paid leave for your birthday.
- **Attractive remuneration.** Our key asset is our team, and we are committed to recruiting and retaining world class leaders in youth engagement and social change. We pay competitively, and also offer salary packaging.
- **Extensive commitment to professional development.**
- **Strategic, skilled and collaborative team.** You will be working closely with the Executive Director, Advocacy; Research & Policy Lead; Director, Advocacy (recruiting); Youth Media Centre Lead; Advocacy & Campaigns Coordinator (recruiting).

Working in our Advocacy team

- Our work focuses on **piloting new partnerships and programs with young people** to boost the impact and reach of youth-led campaigns for change.
- We **work collaboratively as a team to identify ways to strengthen young people's voice on key issues.** In addition to specific responsibilities for this role (below), team members are likely to have an issue or priority youth cohort, for which they are FYA's focal point and key strategist.

- We continuously **adopt and improve our peer-based advocacy approach** to build the agency and honor the lived experience of young people, while strengthening their autonomy, skills, well-being and safety.
- We **actively keep abreast of policy developments** in policies that impact young people, and which young people rank as a priority, including decisions by state and federal governments and other institutions.
- Our team **finds linkages between the work of the Advocacy team and other teams** (e.g. helping identify key youth advocates who might benefit from our capacity-building work, or opportunities to support the implementation of digital campaigning and community organising strategies of First Nations led youth campaigns alongside FYA's First Nations team).
- We are committed to **acting in solidarity in campaigns led by people with lived experience as an ally**, including a commitment to First Nations self-determination, anti-racism and respect for lived experience advocacy.

Specific responsibilities of this role

- **Act as the key liaison** between FYA and federal, state and territory parliamentarians, government departments and agencies.
- **Grow and maintain a database of young people** who are interested in meeting with their local MPs in electorates across the country to talk about social issues they care deeply about.
- **Secure political commitments to engage meaningfully with young people** when developing laws and policies they care deeply about or which affect them, and to progress young people's policy positions into law and policy change.
- **Build relationships with ministers and advisors across party lines.**
- **Work with young people to meet with key decision-makers** at critical moments in youth-led campaigns.
- **Provide 1:1 support and group training for young people** with FYA's Research & Policy Lead to persuade and build trusted relationships with decision-makers, including pre-meeting briefings and coaching, technical advice on parliamentary processes, debriefing, and relationship management where required.
- **Build relationships with youth sector organisations** and act as a thought-leader (e.g with philanthropy, NGOs) on building the power of young people through government engagement.
- **Work closely with the Director, Strategy and Evaluation** to monitor and evaluate FYA's government engagement (including government engagement from youth-led groups we support) and make changes to boost its impact.

Who we're looking for

- You have **5+ years experience working in government engagement** in a political office, non-profit or industry body. This should include extensive hands on experience:
 - Working with government ministers and senior departmental officials
 - Understanding parliamentary and electoral processes
 - Writing briefing notes and preparing spokespeople for meetings

- With rapid response stakeholder engagement and coordination to respond to urgent and emerging issues
- You have **demonstrated experience working with government** to secure policy reform. Experience working with all major parties and crossbenchers, and holding relationships at a federal, state and territory level, is particularly valued.
- You are **passionate about social change** demonstrated through professional or voluntary involvement with non-profit causes.
- You know how to use **key workplace tools** such as Google apps, Slack etc.

Additional requirements

- A valid Working with Children Check, or the ability to obtain one, is a requirement of this position.
- Applicants for this role must have a valid, legal right to work in Australia.