



JUNO

On Our Path Together Coordinator Position Description

About Juno	<p>Juno works with women in Melbourne's northern suburbs who are experiencing homelessness and family violence. Formerly known as WISHIN*, we have a long history of partnering with women to help them make lasting change in their lives.</p> <p>We are an independent, feminist organisation, run by women for women, with a commitment to social change. Our approach to support is non-judgemental, evidence-based, trauma informed and person-centred.</p> <p>Juno's staff work with an intersectional feminist lens, recognising the many ways women can be marginalised and the cumulative effects that multiple forms of discrimination can have. We speak out and amplify the voices of women to increase awareness of the challenges they face, the support required and to advocate for change to the systems and structures that hold them back.</p> <p>Our primary role is helping women in crisis and their children find secure accommodation and access resources. We also support them to find and move into long term housing and access other specialised supports.</p> <p>Juno also works in partnership with women who have experienced homelessness and family violence to promote early access to information and build capacity to avert future housing crisis.</p>
Position purpose	<p>You will be the <i>On Our Path Together</i> project lead and engage with peers and stakeholders to develop and deliver a peer-education model for older women at risk of homelessness.</p>
Reports to	<p>Strategic Service Manager</p>
Location	<p>The office is in Preston.</p>
Tenure and time fraction	<p>Contract until December 15, 2021 15.2 hours per week (0.4 EFT)</p>
Classification	<p>SCHADS 2010, level 5</p>
Exemption	<p>Juno has a pending renewal of an Equal Opportunity Exemption (A99/2012) and requests applications from women only.</p>

Position accountabilities

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| Project management | <ul style="list-style-type: none"> • Coordinate with education partner/trainer to adapt the model for the On Our Path Together peer education and community information project in line with Juno client engagement framework. • Contribute to Juno's evidence base for how our service works with and for older women. Includes reviewing existing evidence and conducting needs analysis with older women who have experienced housing crisis and homelessness, including a focus on addressing the needs of diverse groups. • Implement project level monitoring mechanisms and evaluation tools. |
| Peer education coordination | <ul style="list-style-type: none"> • Create opportunities for clients within the Juno network to engage as paid peer educators for the On Our Path Together project. • Development of On Our Path Together peer information and support materials. • Recruitment of On Our Path Together peer educators and participation in training. • Provide ongoing coaching and support to peer educators involved in the project. • Working with peer educators, develop a calendar of connection opportunities and support tools. • Facilitate process for ongoing feedback into from peer educators. |
| Advocacy and Networks | <ul style="list-style-type: none"> • Create opportunities for peer educators to take part in advocacy where appropriate. • Liaise with local stakeholder networks to seek input into project and local venues for community information and connection. • Presentation and co-facilitation of information and connection sessions in Melbourne's North. • Contribute to Juno project evaluations and advocacy submissions. Including developing a range of materials which showcase the key outcomes, and learnings arising from the On Our Path Together project. |
| Continuous quality improvement | <ul style="list-style-type: none"> • Ensure the effectiveness of project by accurately collecting and documenting project participation information and data. • Prompt responding to peer and community/stakeholder feedback • Regularly reviewing project milestones ad outcomes and identifying areas for improvement. |
| Organisational resilience | <ul style="list-style-type: none"> • Promoting the organisation's mission, policy and practice frameworks, guidelines and programs. • Be part of a positive, responsive and flexible team. • Acting professionally when representing Juno using the organisation's resources responsibly. |
| Professionalism | <ul style="list-style-type: none"> • Applying relevant theories, models and frameworks to all areas of practice • Regularly reviewing own practice and identifying areas for improvement. • Applying ethical frameworks to own behaviours, acting with integrity |

Key selection criteria

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| Qualifications | <ul style="list-style-type: none"> • Tertiary qualifications in community development, social work or peer work or equivalent would be highly regarded. • Experience and training working in peer work or with peer work education models. |
| Position competencies | <ul style="list-style-type: none"> • Experience working with community service or advocacy organisations focused on homelessness, gender-based poverty or older persons. • Strong understanding of housing support and domestic and family violence support options available to consumers. • Experience with facilitating client-led and peer work projects • Experience supporting women with lived experience in peer engagement projects would be highly valued. • Demonstrates application of feminist informed, peer work and trauma informed frameworks to practice. • High level written and oral communication skills, including experience co-facilitating workshops, developing presentations and reports. |
| Personal attributes | <ul style="list-style-type: none"> • Works collaboratively, sharing knowledge and information and contributing to team performance. • Adopts a positive approach when managing and resolving conflict. • Thinks analytically and creatively in resolving problems. |
| Additional requirements | <ul style="list-style-type: none"> • National criminal history check • Working with children check (Victoria) • Driver's licence (Victoria) |