**NATIONAL JUSTICE REINVESTMENT COORDINATOR**

Justice Reinvestment

Sydney

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| **Contract type** | Full Time Fixed Term (12 months)  |
| **Salary range** | $$110,333 |
| **Location** | Just Reinvest, Sydney  |
| **Submit applications to** | Alanna Reneman Operations Manager, Just Reinvest NSWE alana@justreinvest.org.auT 0449 848 859 |
| **Applications close** | Midnight, Wednesday 16 February 2022 |
| **Recruitment notes** | The successful applicant will need to have a willingness and ability to travel to regional and metropolitan locations, conferences (local and interstate) and events. This may include overnight stays. All ALS employees are required to be fully vaccinated against COVID-19 due to workplace safety obligations.The position offered to the Employee is subject to the Employee agreeing to a Police Check and a Working with Children Check.  |
| **Employee benefits** | ***Salary Sacrificing***At the time of advertising, the ALS is deemed to be a Public Benevolent Institution. As a result, the ALS currently offers the option of Salary Sacrificing a portion of an Employee’s salary (Salary Packaging). Salary Packaging allows employees to elect an amount, up to the annual Australian Taxation Office limit (currently $15,900 per FBT year), to be deducted from their before tax salary. Salary Sacrificing is dependent on the Employee’s personal circumstances, the ALS cannot provide financial advice.  |
| **Application sections and checklist** | Before submitting your application please make sure you have completed all the requirements of the application. 1. Completed ALS Application Form
2. Cover Letter
3. Up to date Resume / Curriculum Vitae (CV)
4. A statement detailing how you meet the selection criteria
5. A copy of your current driver’s license
6. A copy of your Working With Children’s Check & Practicing Certificate
7. Covid-19 Vaccination Certificate

Incomplete applications will not be accepted.  |
| **Position Description** | The Position Description can be found at the end of this document.  |

**ALS Employment Application Form**

This form must be completed by all applicants.

By submitting this application, you are acknowledging that the information provided on this form and in the attached documents is true and correct.

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| --- | --- |
| **First name** |  |
| **Last name** |  |
| **Preferred name** |  |
| **Phone number**  |  |
| **Email address**  |  |
| **Residential address** |  |
| **Have you attached a copy of your current drivers’ licence?**  | ***Yes*** ***No*** |
| *Due to the nature of our work many of our positions require Employee’s to obtain and maintain a satisfactory Working with Children Check, National Police Check and a Criminal Police Check.*  |
| **Do you consent to undertaking a Police Check?** *Please note that not all items which appear on a Police Check will prevent a person from obtaining employment.* | ***Yes*** ***No*** |
| **Do you consent to undertaking a Working with Children Check?**  | ***Yes*** ***No*** |
| *All employees must provide details of two (2) Referees who are able to provide feedback on your past employment experience.* *If you do not have an employment references, please provide the details of 2 people who are able to act as a Referee. These people should not be relatives.*  |
| **I give consent to the ALS contacting the Referees listed below in relation to my application** | ***Yes*** ***No*** |
| *If you have answered “No”, please provide a reason* |  |
| **Referee One**  |
| **Name** |  |
| **Phone number**  |  |
| **Email address** |  |
| **Working relationship** |  |
| **Referee Two** |
| **Name** |  |
| **Phone number**  |  |
| **Email address** |  |
| **Working relationship** |  |

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| **How did you hear about this position?** *For example:* *ALS Website, Facebook, ALS Employee, Ethical Jobs, Koori Mail, Community Notice Board etc*  |  |

** POSITION DESCRIPTION**

**JUSTICE REINVESTMENT NATIONAL NETWORK COORDINATOR**

fulltime, FIXED TERM ROLE (12 MONTH contract)

**JOB TITLE**

National Justice Reinvestment Coordinator

**PRIMARY OBJECTIVE**

The primary responsibility of the Justice Reinvestment National Network Coordinator is to support national activity focused on justice reinvestment implementation, primarily in First Nations communities, and advocacy around Australia through the creation of a justice reinvestment community of practice and the coordination of the national network.

**ABOUT JUSTICE REINVESTMENT NETWORK AUSTRALIA**

Justice Reinvestment Network Australia (JRNA) is a group of research and policy colleagues and community leaders from around Australia working with and advocating for justice reinvestment (or ‘JR’), particularly for its implementation in Aboriginal and Torres Strait Islander communities. JRNA was established in 2015 to share knowledge and create a community of practice around JR to strengthen the JR evidence base, support communities working with JR and promote JR nationally.

**JOB TYPE**

Full time position, or potentially a job sharing arrangement for suitable applicants.

**LOCATION**

* Position to be based in Sydney, as a preference.
* There is a potential requirement for interstate and other travel within the role.

**REPORTING RELATIONSHIPS**

* This is a NATSILS position to be employed by the Aboriginal Legal Service NSW/ACT.
* Direction, supervision and support is to be provided both by Just Reinvest NSW and a JRNA member governance committee chaired by NATSILS.

**KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

* **Building community of practice for Justice Reinvestment Network Australia members**

 Collate and manage database of national and international resources related to JR

 Work with JRNSW to build and manage national network of academics and other experts able to support JR implementation and advocacy
Collate, manage and disseminate criminal justice and other data to support the work of JRNA and its members

* **Coordinate the national network**

 Convene bi-monthly and other JRNA meetings

 Build connectivity between JRNA members

 Respond to inquiries from non-members about JRNA

 Build and manage volunteer database to support the work of JRNA

 Provide oversight of JRNA website

* **Support communities to implement and advocate for JR**

 Support communities to access and work with data

 Support communities to identify academic and other experts

 Support communities to access and/or commission information and other resources

 Respond to inquiries from communities interested in but not yet working with JR

* **Research, policy and advocacy**

 Increase awareness/understanding of and support for JR nationally

 Develop policy submissions, position papers and other responses to JR related issues and activities in Australia

 Advocate on behalf of JRNA position and agenda with government and other policy makers/funders and stakeholders

 Engage in media and communications opportunities to promote JR and support communities working with JR to also engage with these opportunities

 Liaise with communities working with JR, and where appropriate, other networks and organisations

**KNOWLEDGE, SKILLS AND EXPERIENCE**

**Experience**

* Understanding of and prior experience working with justice reinvestment practice and principles
* Understanding of the criminal justice system and the related policy context
* Demonstrated expertise in working with and building networks, including proactive engagement collaborating with key stakeholders
* A high level of understanding of and a significant degree of experience working with First Nations communities and cultures, and understanding of the issues affecting First Nations peoples in Australian society

**Required skills**

* Strong interpersonal skills relevant to working with and strengthening a network of peoples and organisations
* Excellent verbal and written communication skills, including ability to communicate to a wide range of audiences, demonstrated in policy, advocacy and other contexts
* Strong organisational, time management and planning skills; with an ability to work autonomously and within a network
* Skills and knowledge related to and prior experience working with statistical data, particularly in ways that enable those without these skills, knowledge and experience to understand and use data.
* Effective project management skills with well-developed time management skills to plan workload, prioritise and meet deadlines