

# ROLE PURPOSE

**Role Title:** Policy & Advocacy Advisor

**Division:** Indigenous Australia Program (IAP)

**Location:** NT/NSW/QLD/VIC

**Date:** January 2026

**Employment type:** Full time, permanent contract with flexible work arrangements

**Reports to:** Policy and Advocacy Manager

**Number of direct reports:** Nil

**Leadership Band:** Leads self

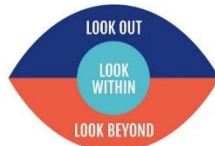
## Purpose of the role:

The **Policy and Advocacy Advisor** is accountable for leading the development and execution of policy and advocacy initiatives and government strategy, and doing so in alignment with the IAP Advocacy Strategy, IAP Principles, IAP Country Strategy, Team Charter, The Foundation's Social Justice approach, and Foundations Strategic Framework.

The **Policy and Advocacy Advisor** has the following accountabilities:

1. Develop robust policy positions and accompanying government relations strategies related to Aboriginal and Torres Strait Islander eye health, based on policy analysis internal and external research and consultation.
2. Foster and strengthen relationships with key external stakeholders and alliances related to the progression of the priorities of the Aboriginal and Torres Strait Islander eye health sector and maintain primacy of knowledge and opportunities for engagement and systemic advocacy.
3. Contribute to the implementation of the IAP Advocacy Strategy (including annual strategy) and take ownership of the deliverables, including social justice and regional engagement deliverables.
4. Prepare high quality written materials including briefings, discussion papers and policy positions to inform the IAP and the Foundation's approaches to advocacy and influencing.
5. Lead policy translation, knowledge sharing and capacity building for the wider IAP team.
6. Contribute to the development of organisation and sector submissions to government in consultation with Government Relations and other inquiries as applicable.
7. Support advocacy at National and State/Territory eye health forums to influence policy and practice change, including direct advocacy to Government, in line with the National Workforce Plan and forthcoming National Eye Health Plan.
8. Support the development and implementation of quality project plans to ensure effective translation of Aboriginal and Torres Strait Islander policy goals into actionable strategies and plans.
9. Other tasks as requested by your manager.

## Our Capabilities:



### As a member of The Foundation Family you will:

1. Live by the values of The Foundation and support The Foundation's culture, performance and.
2. Adhere to all The Foundation's policies and procedures.
3. Strengthen the health, safety and well-being of all/look out for the well-being.
4. Lead, collaborate and contribute in all interactions.

## Essential Experience:

- Demonstrated ability to successfully collaborate with Aboriginal and Torres Strait Islander Peoples and a working knowledge of the diverse circumstances and cultures of Aboriginal and Torres Strait Islander Peoples.
- Demonstrated understanding of health issues affecting Aboriginal and Torres Strait Islander peoples.
- Strong understanding and working knowledge of Australian political landscape and government institutions.
- High level experience in areas of research, policy analysis and policy development.
- High level experience of writing in various formats for internal and external audiences.
- Knowledge or ability to acquire knowledge of national public policy across Aboriginal and Torres Strait Islander health and eye health.
- Understanding of advocacy and communication approaches.

## Skills:

- Strong written and verbal communication skills
- Excellent problem-solving skills and the ability to translate creative ideas into practical solutions and options
- Excellent relationship management skills
- Capacity to contribute to a strong policy evidence base through critical analysis.

## Desirable Experience:

- Experience actively participating in multidisciplinary committees and working groups to achieve shared goals.
- Experience in monitoring and evaluating abstract goals and targets.
- Existing networks across Aboriginal and Torres Strait Islander Peoples and communities or the confident ability to network and establish relationships.

- Project management skills and ability to be flexible with changing priorities

- Experience working in government.

**Qualifications:**

Degree or relevant experience.

**Travel:**

Domestic and International as required

This role purpose defines the broad accountabilities of the positions, which may change based on organisational need. Please refer to the divisional, team and individual work plans for more specific details

**The position involves:**

This position is recognised as having "Contact with Children" either direct or indirect.

**Additional Responsibility:**

Ensure that the work for which they are responsible is carried out in ways which safeguard the health and safety of workers.

**To work in The Foundation, you will:**

- Be eligible to work in Australia and other regions where you will be based
- Undergo background check including criminal records and qualifications check
- Undergo working with children check for positions that are identified as working with children