

## Position Description

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# Policy and Communications Officer - Energy + Water Consumers' Advocacy Program

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This is a maternity leave cover position for 12 months

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### 1. The Public Interest Advocacy Centre

The Public Interest Advocacy Centre (PIAC) is an independent, non-profit legal centre. We use litigation, public policy development, communication and training to promote social justice in a practical and strategic way. For 35 years, we have been successfully tackling difficult issues that have a significant impact upon people who are marginalised or facing disadvantage, ensuring basic rights are enjoyed across the community.

We have a reputation for effective advocacy that gets results for individuals and creates sustainable, systemic change.

The Energy + Water Consumers' Advocacy Program (EWCAP) represents the interests of low-income and other residential consumers, developing policy and advocating in energy and water markets.

### 2. Position overview

The Policy and Communications Officer develops effective and targeted communications on behalf of the EWCAP team to promote access to affordable, sustainable energy and water. A particular focus is engaging with the community and key stakeholders including energy and water businesses and peak bodies, energy market institutions, governments and community organisations.

### 3. Major accountabilities

- Develop and implement a communication and engagement program to achieve outcomes consistent with PIAC's strategic priorities by
  - assisting households and businesses (particularly low-income and vulnerable consumers) to understand and engage with the energy market; and
  - promoting reforms to the energy market.
- Write articles, online content, media releases, submissions, and reports to communicate PIAC's policy positions to decision makers and to the community;
- Develop and maintain relationships with key stakeholders to exchange information and to raise community awareness of energy and water issues and influence decisions;
- Assist with the planning, development and execution of PIAC's energy and water projects, meetings, conferences and other events;
- Contribute to team activities related to household energy and water supply, such as;
  - Contributing to the development of policy positions to provide a basis for advocacy on behalf of consumers;
  - Delivering presentations at conferences and public forums;
  - Assisting in the development and delivery of research projects;

- Assist to develop and deliver training to explain the energy and water concessions framework, to different community audiences;

#### **4. Knowledge, skills and experience**

##### **Essential**

- Experience with online communications, social media and media;
- Well-developed interpersonal skills and the capacity to develop formal and informal relationships to engage and build rapport with consumers, government and other stakeholders;
- Project management skills, including a demonstrated capacity to achieve outcomes individually and in a team environment and to produce quality results on time;
- Experience delivering presentations and conducting training to present technical information to a lay audience;
- Experience writing reports and other publications preparing submissions to government inquiries;
- Tertiary qualifications or relevant experience in communications, social sciences, law or economics.

##### **Desirable**

- Experience in research and public policy development;
- Experience or knowledge of the energy or water industries;
- Demonstrated understanding of the issues facing socially and economically disadvantaged people;

#### **5. Salary**

Annual salary range: \$83,586 to \$87,368 (pro rata) plus leave loading and superannuation. PIAC is a Public Benevolent Institution and is currently able to offer salary packaging subject to PIAC's Salary Sacrifice Policy.

The position is a maternity leave cover position for 12 months, offered 3-5 days per week, as negotiated with the successful candidate.

#### **6. Applications**

Your application should be no longer than 5 pages in total. An application should comprise a cover letter, resume, and a succinct statement outlining your suitability for the role with reference to the knowledge, skills and experience required.

Applications may be sent either by email to [jobs@piac.asn.au](mailto:jobs@piac.asn.au) or to:

The Selection Panel  
Public Interest Advocacy Centre  
Level 5, 175 Liverpool Street  
Sydney NSW 2000

**Closing Date: Monday 4 February 2019**