

## JOB ADVERTISEMENT

### Senior Project Manager – DFAT Accreditation

- Lead the effort to end HIV transmission
- Hybrid or WFH contract position ending June 2025
- Salary up to \$110,000 plus super and packaging

The [Australian Federation of AIDS Organisations \(AFAO\)](#) works to end HIV transmission and reduce its impact on communities in Australia, Asia and the Pacific.

AFAO member organisations represent the diverse communities most affected by HIV – people living with HIV, sexually and gender diverse communities, sex workers, people who inject drugs, and Aboriginal and Torres Strait Islander communities.

AFAO's close connection with communities, provides rapid intelligence on changes in the HIV epidemic, allowing the organisation to respond quickly, and to act as a trusted communication channel to government, multi-lateral funders, research and clinical partners.

#### Benefits and Culture

- Generous salary + super + salary sacrifice
- Vibrant team environment – high worker engagement scores
- Flexible hybrid or WFH role
- 3 days gifted holiday between Christmas & New Year

#### The Role

The Senior Project Manager – DFAT Accreditation, will lead all aspects of AFAO's work toward accreditation under the Department of Foreign Affairs and Trades' Australian NGO Cooperation Program (ANCP).

As part of the senior management team, reporting directly to the CEO, you will have experience of gaining DFAT accreditation for other not-for-profit organisations and will be highly knowledgeable in all of the policies, procedures and practices that are required to be in place for this to happen.

Your role will involve collaborating with AFAO staff at all levels to identify and then work to improve practices, policies and procedures as required. You will need to inspire and bring colleagues along on the journey with you.

#### Skills Required

You're currently an ANCP or DFAT accreditation expert with experience of managing and being successful in securing accreditation within the NFP sector. You are an inspiring and innovative thinker with experience in managing complex projects from concept to delivery.

Experience working or volunteering in community organisations in Australia or elsewhere is desirable, as is exposure to liaising with high-level domestic stakeholders.

Tertiary qualifications in one or more of public policy, social sciences and the humanities or equivalent experience in accreditation, social change, policy, project management or a similar field would be a key part of your understanding.

**To apply**

If you are passionate about ending HIV transmission and reducing its impacts, please submit a resume and cover letter responding to the skills required above by emailing [cv@ngorecruitment.com](mailto:cv@ngorecruitment.com) or contact Hayley Martin on 02 8243 0570 if you have any specific questions

*AFAO is committed to safeguarding and promoting the welfare of children young people and vulnerable adults, and any offer of employment is contingent on a National Police Check and signing AFAO's Safeguarding Code of Conduct.*

*AFAO is an equal opportunity employer. We value inclusion, diversity, and gender equality. As part of our commitment to creating a diverse and inclusive workplace, people with HIV are strongly encouraged to apply.*