

POSITION STATEMENT

Muslim Workers

For

Muslim Labour Market Participation Project

Project Overview:

The Queensland Department of Employment and Training's (DET) Muslim Labour Market Participation Project is part of the Australian Government's commitment to develop a National Action Plan to reinforce social cohesion and acceptance, opposing intolerance and extremism. It is supported by the Australian Government Department of Immigration and Multicultural Affairs (DIMA).

This project and the Muslim Youth Workers Project (administered by the Queensland Department of Communities) are also important components of the Queensland Government's Muslim Community Engagement Strategy to promote positive community relations with the Muslim Community.

Two (2) Muslim Employment Workers, who are of Muslim faith will be employed in the Greater Brisbane Region, for an initial period of one year. After this initial period, the project will be reviewed and may be extended a further year (total 2 years).

Position Overview:

The two Muslim Employment Workers will engage in activities to support unemployed Muslim people, with a focus on young people aged 17-24 years, who are disadvantaged in the labour market. The workers will have a particular focus on examining the barriers to employment for Muslim people and engaging in strategies to overcome these barriers in order to increase the involvement of Muslim people in the workforce. The employment workers will achieve this through:

- Working with unemployed Muslim people to identify needs and skills, and access/organise training and assistance for them to improve their employment opportunities
- Supporting unemployed Muslim people find work by working with employment service providers and employers
- Providing education, and training to service providers in the employment sector, and raising awareness of the employment needs of Muslim people and the barriers that they face
- Highlights the contribution of migrants and refugees to the Australian economy to employment service providers and employers

Organisational Environment:

The two Muslim Employment Workers will be employed by ACCES Services Inc. (ASI). ASI is a community based, not for profit organisation with office bases in the Logan and North Gold Coast regions, as well as outreach posts within the Southern Gold Coast area. The organisation has operated since 1987 delivering a diverse range of settlement services, employment and training programs and welfare support assistance to some of the region's most seriously disadvantaged and marginalised people.

In 1997 ACCES Services Inc. was funded by the Department of Immigration and Multicultural Affairs (DIMA) to operate the Logan and Beenleigh Migrant Resource Centre (LABMRC). Since that time the organisation has also conducted other settlement support services including Community Settlement Services Scheme (CSSS) and since 2001 the Integrated Humanitarian Settlement Strategy (IHSS), a program we are funded to operate until 2010. The newly established Settlement Grants Program (SGP) replaces the previously funded LABMRC and CSSS Programs. ASI has a contract with DIMA to conduct this program until June 2008. We are working in partnership with the Islamic Women's Association of Queensland (IWAQ) and the Refugee and Immigration Legal Service (RAILS) to deliver this settlement service.

In addition to these settlement programs, the organisation also has a strong focus on delivering a broad range of employment and training programs and services specifically targeted for people who are from diverse cultural and linguistic backgrounds (DCLAB). The organisation is also a provider of the Department of Employment and Workplace Relations (DEWR) funded Personal Support Program (PSP), an intensive case management service which offers counselling and personal support to highly disadvantaged individuals for a two year period. Clients are assessed and referred by Centrelink specialist staff.

Through our core work in the settlement, employment and training sectors, the organisation has developed extensive links with other organisations, agencies, service providers and community groups within other geographical areas including Toowoomba, Gold Coast and the Greater Brisbane region. These links and relationships will be closely aligned to this project and will provide additional support and links for the workers to access. The work of the Muslim Employment Workers will therefore involve a level of service in all of these areas, with a level of rural outreach to regional Queensland to ensure broader access to the Muslim Labour Market Participation Project service.

It is expected that the Muslim Employment Workers will work closely with the Muslim Youth Workers and will develop effective collaborative partnerships with local employment service providers and community organisations delivering projects that provide employment assistance to job seekers. The Muslim Youth Workers have the role of building the capacity of the current service system to support Muslim young people, and providing direct practice to the young people including support, group work, individual advocacy, engagement activities, and the provision of information, advice and referrals.

Key Duties:

Key duties of the Muslim Labour Market Participation Project's Muslim Employment Workers include:

- Work with unemployed Muslim people to develop a range of appropriate strategies to maximise employment opportunities, including job search skills development and workplace placement and support.
- Raise awareness amongst the Muslim community of the services and programs available to improve employment prospects of jobseekers, especially those from culturally and linguistically diverse backgrounds (CALD).
- Build on the organisation's partnerships and develop new partnerships with employment service providers, including Disability, Open Employment Services, and Job Network Members to raise awareness of employment issues of Muslim jobseekers and maximise employment opportunities for Muslim people.
- Liaise and consult with government departments and agencies, community-based organisations and other stakeholders involved in the delivery of employment and training projects and initiatives to the Muslim community.
- Provide input to inform the development of innovative strategies and provide solutions to meet the particular employment and training needs of the Muslim community.
- Provide advice to the Department of Employment and Training on specific needs of the Muslim community in relation to employment and training, and participate in and support the employment research project funded by Multicultural Affairs Queensland.
- Work collaboratively with the Muslim Youth Workers.
- Report to the Director of ACCES Services Inc. and to the Department Employment and Training

APPLICATION DETAILS
For
Muslim Employment Workers
Within
Muslim Labour Market Participation Project
Of
ACCES Services Inc.

Authority:

The Muslim Employment Workers will operate this project under the above mentioned framework, performing the duties specified.

Reporting Requirements:

The Muslim Employment Workers report to the ACCES Services Inc. Director or designate.

As required in contractual obligations will provide statistical and other reports as specified above to the Department of Employment and Training, including specific needs of the Muslim community in relation to employment and training, and participate in and support the employment research project funded by Multicultural Affairs Queensland.

Employment Conditions:

Two (2) Muslim Employment Workers to be employed – one male and one female, who identify with the Muslim faith, who will be employed for an initial period of one year, and upon review, may be extended a further year (total 2 years). Service coverage will be within the Greater Brisbane area with a level of rural outreach to regional Queensland.

Salary:

Full-time SACS Level 5.1 @ 52 weeks, with review (see above).

Application Close Date:

Close of Business on Monday 11 September 2006

Lodgement Details:

Applications can be lodged:

TO: Director
ACCES Services Inc.
4/2 Carmody Street, Woodridge, Qld, 4114
POST: PO Box 10, Woodridge, Qld, 4114
FAX: (07) 3208 9319
EMAIL: director@accesservicesinc.org.au

SELECTION CRITERIA

Essential Criteria:

All applications **must** indicate **gender** and **must** demonstrate identification with the **Muslim faith**.

Hold a current Queensland Driver's Licence.

Key Criteria:

1. Demonstrated knowledge and understanding of the key employment and training issues, needs and barriers impacting upon Muslim jobseekers.
2. Ability to develop a range of appropriate strategies which would increase participation for Muslim job seekers in the labour market, and would contribute to improved employment and training opportunities and outcomes.
3. Ability to develop new and enhance existing partnerships with a range of stakeholders that would be linked to the organisation and in particular this project.
4. Ability to conduct needs analysis, produce comprehensive reports and make presentations to a broad range of audiences including government and community.
5. Ability to liaise and consult with other stakeholders involved in the delivery of employment and training projects and initiatives to the Muslim community.
6. Ability to develop strategies that will assist unemployed and under-employed Muslim job seekers to maximise their employment opportunities, in particular job search skills development and workplace placement and support.