



# Government Engagement and Policy Advisor – 54 reasons

## Position Description

<b>Reporting to:</b>	Manager Business Development	<b>Work location:</b>	Melbourne, Sydney or Brisbane – otherwise by negotiation
<b>Department:</b>	54 reasons	<b>Budget holder:</b>	No
<b>Team:</b>	Strategy and Partnerships	<b>Direct reports:</b>	Nil

### Here you'll make a difference

54 reasons is Australia's leading child rights organisation, proudly part of the Save the Children Australia Group and global movement. We're here to make sure that everyone understands their rights. So that children and young people have their rights met and thrive, in all their diversity.

We champion the children, young people and families we work with. We are inspired by the curiosity and creativity of children, and motivated by the love of those who care for them. With the child's voice at the centre, we provide quality services to children and their caregivers, advocating with them so that children develop, learn, and are connected, safe and confident.

Our people are proudly local, and as diverse as the communities we serve - in every state and territory, and across regions, remote areas and capital cities. Our operations and services span the early years and school engagement, youth justice, domestic and family violence and family support, and our practice is grounded in child rights and participation.

### Role Purpose

This role exists to operationalise 54 reasons' policy agenda and strengthen state and territory government engagement, ensuring our interactions with government are strategic, coordinated and evidence-led. The Government Engagement and Policy Advisor (GEPA) will do this by providing the policy-writing, coordination and briefing backbone that enables 54 reasons and its senior leaders to influence government decisions in areas where children's rights are most at risk. The role will focus on supporting effective government engagement through high-quality submissions and briefings, proactive scanning of policy and budget environments, and strong internal coordination—ensuring that 54 reasons' service-based evidence and strategic priorities are consistently translated into credible, timely and well-targeted government interactions. This includes, but is not limited to, early years, school engagement, youth justice, domestic and family violence, and broader system reform affecting children, young people and families.

Sitting in the central Strategy and Partnerships team and reporting to the Manager, Business Development, the role delivers impact by:

- Supporting state and territory government engagement through background research, preparation of briefs, coordination of meetings and follow-up actions, enabling senior leaders and State Directors to hold and progress key relationships
- Leading the development of high-quality submissions, briefings and policy artefacts by synthesising diverse inputs from across the organisation into clear, persuasive, evidence-based products tailored to government audiences
- Preparing concise, actionable briefings and talking points that support senior leaders to engage confidently and consistently with government stakeholders
- Proactively scanning state (and relevant federal) policy, legislative and budget environments, analysing implications, and providing clear, practical recommendations aligned to organisational strategy and priorities
- Coordinating internal processes for policy submissions and government engagement, including managing timelines, inputs, document control and alignment with agreed state and national strategies
- Working collaboratively with state and territory operational leaders, internal subject matter experts and funding partners to ensure government engagement is grounded in service delivery realities

- Liaising with relevant Save the Children Group functions, including Strategic Communications, to ensure alignment where government engagement intersects with broader group priorities

This role will also support the work of the Australian Centre for Child Rights, a new initiative launched in 2025 together with SNAICC and university partners, in its mission to drive whole systems reform around child rights.

## Here your skills will be valued

---

### Role requirements

- Provide coordination and backbone support for state and territory government engagement, including briefing, meeting preparation, follow up and relationship stewardship
- Lead the development of high quality, evidence based submissions, briefings and policy artefacts aligned to organisational strategy
- Deliver concise, practical advice and briefing materials to support senior leaders and State Directors in government engagement
- Monitor and analyse policy, legislative and budget developments, translating these into clear recommendations for internal decision making
- Manage internal workflows, timelines and document control for policy submissions and government engagement activity
- Work collaboratively across Strategy and Partnerships and with operational teams to ensure alignment between service priorities and government engagement
- Contribute positively as a member of the Strategy and Partnerships team, supporting a culture of collaboration, reflection and continuous improvement

### Health, safety, security and risk management

- Be a role model for safety and security and comply with all workplace safety policy, procedure, work instructions and training
- Act safely at all times
- Report all incidents, injuries and potential hazards in a timely manner
- Participate in, and contribute to, health and safety awareness and improvements
- Be aware of, document and manage the risks associated with your team's programs and workplaces and ensure appropriate elimination or mitigation measures are applied

### Child protection and safeguarding requirements

- Maintain a child safe environment at the workplace and safeguard children's rights, acting in the best interests of children at all times
- Comply with the [Child Safeguarding Policy](#) & [Code of Conduct](#)
- Demonstrate the highest standards of behaviour towards children in both your private and professional life
- Never abuse the position of trust that comes with being a part of the Save the Children family
- Maintain a safe and positive relationship at all times when working with children and young people
- Respond to any concerns for the safety or wellbeing of a child in a program in accordance with internal reporting processes

### All roles at Save the Children contribute to our impact for children

At Save the Children and 54 reasons, every role, whether in our programs or support services, plays a vital part in our impact for children. We are committed to creating a positive impact on the lives of children and their communities, and we value the contributions of every team member in achieving this vision.

## Here you'll belong

---

It takes all types of people to do the challenging work we do. Here are some of the specific skills and experiences you'll bring to this role:

### Essential knowledge or experience

- At least 3-5 years' experience in government relations, government engagement or social policy development

- Demonstrated ability to coordinate government engagement processes, including briefing, meeting preparation and follow-up
- Exceptional written communication skills, with experience producing high-quality submissions, briefings or policy artefacts for government audiences
- Strong analytical skills, including the ability to scan and interpret policy, legislative and budget environments and translate insights into practical recommendations
- Highly developed organisational skills, including managing competing priorities, workflows, timelines and document control
- Working knowledge of government policy, legislative and budget development processes in Australia

**Desirable knowledge or experience**

- Experience working in or alongside child, youth and family services or related social policy areas
- Knowledge and understanding of child rights and participation principles and approaches

**Required qualifications and/or accreditations**

- Undergraduate or post-graduate degree in humanities, social science, politics, economics, law or another related discipline

## Additional Information

---

- Any offer of employment at 54 reasons will be subject to a satisfactory National Police Record Check and, where required, a Working with Children Check
- Employees must sign on to Save the Children Australia's Child Safeguarding Policy and Code of Conduct
- Ongoing performance and employment will be measured against KPIs, values and demonstrated behaviours outlined above
- 54 reasons is an Equal Opportunity Employer

**Driver's Licence:** Not required  
**Working with Children Check:** Required

**Travel:** Some required  
**Assets:** Laptop