

## PROGRAM MANAGER, DECENT WORK

### POSITION DESCRIPTION

TEMPORARY POSITION FOR TEN MONTHS – SEPTEMBER 2021  
TO JUNE 2022

PART-TIME WORK ARRANGEMENTS WILL BE CONSIDERED.

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### POSITION SUMMARY

The Program Manager, Decent Work has a unique opportunity to successfully establish a new focus area in a leading philanthropic organisation. The Program Manager identifies and executes innovative and impactful grant making within VFFF's mission and priorities. This role represents VFFF externally, engaging across sectors and seeking opportunities to support VFFF's leadership in philanthropy. This position reports to the Foundation Manager and works closely with the Chief Executive Officer, all VFFF team members and senior members of the Family Office Team.

In 2021/22, this role will lead the establishment of the new Decent Work focus area. This will include:

- working closely with industry, employer and government bodies, aligned for-purpose organisations and other stakeholders
- building a pipeline of ongoing granting opportunities
- developing strategic partnerships/innovative models for 'decent work' with employers
- defining the evidence base for future granting in this area (what successful implementation looks like)
- measuring the progress that VFFF makes against our Decent Work outcomes.

### SELECTION CRITERIA

- Detailed understanding of youth employment issues and opportunities
- Extensive experience in the scoping and/or implementation of employment policies or programs
- Demonstrated capacity to work effectively with employment stakeholders such as industry bodies, employer groups, government and/or other philanthropy organisations
- An understanding of philanthropy and effective grantmaking practice
- Strong written and verbal communication skills
- Outstanding research, analytical and critical thinking skills.

### APPLICATION PROCESS

Please provide your resume and a maximum three page letter summarising claims against the selection criteria **and** the approach you would take to the establishment of the Decent Work focus area. In this response, focus on your first 100 days in the role, covering activities you would undertake such as research and key stakeholder discussions. To apply, please email these documents to [hr@cambooyaptyltd.com.au](mailto:hr@cambooyaptyltd.com.au).

For further information or any questions please email [hr@cambooyaptyltd.com.au](mailto:hr@cambooyaptyltd.com.au).

### KEY DATES

Applications close: **Friday 23 July 2021**

Interviews will be held during the week commencing 9 August 2021

Start Date: September 2021

## VINCENT FAIRFAX FAMILY FOUNDATION (VFFF)

In 1962, Sir Vincent Fairfax established a family charitable trust, which would later become the Vincent Fairfax Family Foundation. Today, VFFF is a thriving family foundation, with family members spanning three generations active in our current work. We have distributed more than \$195 million to Australian communities and currently distribute approximately \$10 million per annum in new grants. VFFF aims for 60% of our funds to reach rural and regional communities. We provide core operational funding and capacity building support for high potential organisations, especially during critical times of transition or development.

2021/22 is the first year of VFFF's new five-year strategy, focused on our new mission: **Backing young people with innovative opportunities that advance their independence, social purpose and future security.**

The new focus areas of VFFF granting (Decent Work, Caring for the Environment, Contributing to Society and Exploring Christian Faith and Values) are represented below:



### WHY 'DECENT WORK'?

Young people share a desire for many of the same things their parents wanted: job security, permanent employment and pay that they can plan weekly expenses around. Having a decent job is crucial to the life chances and wellbeing of young people and they are currently experiencing significant employment challenges:

- Youth unemployment (12%) is double the adult unemployment rate
- 25% of 19 to 24-year-olds face significant challenges breaking into the labour market and the longer a young person takes to find work, the harder it becomes

- As a result of COVID-19, an additional 120,000 youth became not engaged in employment education or training (NEET)
- Persistently NEET teenagers are three to five times more likely to be persistently NEET adults
- There has been an accelerated decline in the availability of full-time entry-level jobs, including apprenticeships, especially over the last decade (and 40% of apprentices are not finishing their courses)
- Young people are remaining in insecure and low paid work much longer than their parents and grandparents.

### **VFFF's POTENTIAL ROLE IN 'DECENT WORK'**

VFFF's research to inform the development of the *Decent Work* focus area characterises employment as having a **supply side** (focusing on improving the job readiness of jobseekers available to work) and a **demand side** (focusing on employers and industries in creating roles in the labour market). Supply side interventions are important with many programs and initiatives already in place. The research highlights an opportunity for VFFF to focus on the **demand side of employment** - building partnerships with employers and others to grow entry level job and training opportunities for young people.

The goal of the Decent Work focus area is to support employer driven, innovative models for work that integrate learning to ensure young people gain the work and experience they need and value. Successful outcomes from VFFF granting in this area will include:

- Increased employer engagement in work-based learning relevant to the needs of local industry
- Increased entry level jobs for young people
- Smoother transitions for young people from entry level jobs to decent, secure work.

We see great potential in developing and funding initiatives that stimulate employer change by supporting new models of decent work for young people that provide enriching, quality and secure jobs relevant to local industries. This might include:

- employer investment in pre-employment and pre-apprenticeship opportunities
- work-based learning pathways
- aggregations of part-time, casual and gig work
- strengthening the base for social enterprises
- using the disruption created by COVID-19 to accelerate new employment models.

We envisage a strong focus on rural and regional NSW, specifically in green jobs (roles that contribute to preserving, restoring and enhancing environmental quality), agriculture (including the emerging ag-tech sector) and social care (disability and aged care). We are interested in creating and supporting opportunities for specific cohorts (e.g. Indigenous young people and young people with disabilities) who currently experience disproportionately high barriers to employment. We are interested in developing new partnerships that accelerate different models for work integrated learning for young people.

VFFF has a history of supporting organisations that contribute to job creation including grants to organisations such as White Box Enterprises, Hotel Etico, The Social Outfit and Studio A. Our 2021-2026 strategy builds on this experience and introduces a targeted focus on youth employment.

