

Volunteer Position Description

Detention Rights Advocate Volunteer – Detention Advocacy

Role: Detention Rights Advocate Volunteer

This role is responsible for advocacy support to high risk clients in detention with complex needs. This would include people seeking asylum who face involuntary repatriation, serious mental health issues and long term detention.

Program: Detention Advocacy

The Detention Advocacy program focuses on individual and systemic advocacy for people in detention. This includes individual intervention, referral and support, private and public advocacy strategies for groups and individuals, dealing with media requests, highlighting conditions of detention (onshore and offshore, including Nauru and Manus Island), assistance with complaints to human rights and other complaints bodies and support for strategic litigation.

Stream: Advocacy & Campaigns

The Advocacy & Campaigns team seeks to bring about lasting social, legal and policy change in regard to people seeking asylum. The team advocates for people seeking asylum to be treated fairly and humanely with their rights respected under international human rights law. As part of the ASRC's Strategic Plan, a major objective is building a collaborative, diverse and effective movement that drives change to restore and uphold the rights of people seeking asylum. A key strategy to achieve this objective is to effectively engage, educate and mobilise advocates and base supporters to take action and lead change. The ASRC has undertaken important research into "Making the best case for people seeking asylum with words that work" and the findings influence all our campaigns and communications.

Key Responsibilities

- Intake and assessment of new clients
- Referrals – internal and external (other ASRC programs and external services)
- Information provision and assisting clients to navigate the detention system and their migration pathway
- Ongoing support
- Providing linkages to other services where possible (asylum and mainstream sectors)
- Advocacy with external agencies such as the Department of Immigration (for example)
- Liaison with lawyers – internal and external
- Manage a caseload, ensuring that all clients on caseload are supported and advocate has a good understanding of their situation and is providing active support and assistance
- Maintain comprehensive, accurate and up to date case notes recording support provided to and interactions with clients and with other individuals and agencies in relation to clients
- Maintain strict confidentiality in relation to client information

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- Read all updates in relation to changing policy provided by the Detention Rights Advocate, and attend team meetings and participate in training opportunities as required
- Other tasks as requested

Accountability

This role is accountable to the Detention Rights Advocacy Program Manager. As is the case with all staff (paid/unpaid), ultimate accountability is to the ASRC Board.

Location

Predominantly off-site with regular supervision and debriefing held as ASRC Footscray

Volunteer shifts

Flexible and self-managed according to caseload and detention visiting schedule.

What we're looking for

- Tertiary qualifications or work experience in one of the following areas; social work, advocacy, case management, community/welfare services, advocacy, healthcare or law
- Demonstrated ability to work effectively with people from culturally diverse backgrounds
- Demonstrated ability to work independently, as well as effectively as part of a team
- A demonstrated understanding of the importance of professional confidentiality when working with vulnerable people
- Experience working with trauma and grief

Training & Requirements

- ASRC Volunteer Induction
- Volunteer Agreement
- Police Check
- Working with Children Check
- 3 month probation period
- Program Specific Training:
 - Detention Rights Advocacy Program specific training – 3 hours
 - Refresher training provided (quarterly)
 - Informal supervision provided weekly or as needed
 - Group Supervision provided (quarterly)

Contact

Email volunteer@asrc.org.au for more information.

All forms of employment with ASRC, paid or voluntary are subject to continued compliance with our Child Safety and Reporting Policy. All or any breaches to this policy may result in disciplinary action being taken and/or the cessation of the employment contract or volunteer agreements.

All offers of employment, paid or voluntary are subject to a satisfactory Criminal History Check and provision of a valid Working with Children Check prior to commencement.

About Us

The Asylum Seeker Resource Centre (ASRC) is both a place and a movement. We are an independent not for profit, whose programs support and empower people seeking asylum to maximise their own physical, mental and social wellbeing. As a movement, we mobilise and unite

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communities to create lasting social and policy change for people seeking asylum in Australia. We are proud to be owned and run by our community of volunteers and supporters.

The ASRC employs over 100 staff and depends on 1000 dedicated volunteers to carry out programs that support and empower over 3,000 people seeking asylum each year.

The ASRC programs and services sit within six streams:

- Humanitarian Services
- Fundraising & Marketing
- Innovation Hub
- People Management
- Advocacy & Campaigns
- Shared Business Services

The ASRC's vision is that *"all people seeking asylum have their human rights upheld and receive the support and opportunities they need to live independently"*

We pride ourselves on living and breathing our values in all areas of our work – our values are who we are and guide how we operate. The ASRC values are:

- Empowerment – we work with not for people seeking asylum.
- Holistic – we collaborate to create meaningful impact: great things are achieved together.
- Human Rights – we speak up against injustice.
- Independent – we act without fear or favour.
- Innovation – we do great things with very little as we learn grow and strive for continuous improvement.
- Integrity – we are open, honest and fair.
- One Team – we work as one team, we share our challenges and celebrate our successes together.