

Position Description

All Abilities Workforce and Sector Support Program

Consultation Group 2 Member

Disability Sport and Recreation are seeking individuals who are sport & recreation employer or manager/leader of a sport and recreation facility or disability focused community organisation operating in regional Victoria, to be involved in a Consultation Group, as part of an exciting co-design process for the All Abilities Workforce and Sector Support Program.

Title: Consultation Group Member

Location: Online via Microsoft Teams

Term: 12-month tenure, with opportunity for extension until June 2027

Remuneration: \$150 per meeting (2 hours duration)

Program Background

The Victorian Government established the \$40 million All Abilities Sport Fund to improve accessibility and inclusion for people with disability in sport and active recreation in regional Victoria.

As part of the All-Abilities Sport Fund, the Victorian Government created the Workforce and Sector Support Program 2024-27 to educate and upskill the sport and active recreation workforce and provide more opportunities for people with disability to participate on and off the field.

The Program will support 2 components across 2 individual streams of funding.

1. Disability Sport & Recreation will implement a Learning and Development Hub, which will see the design, development and delivery of resources, training and learning opportunities to provide guidance and expertise on best practice disability inclusion in the sport and active recreation sector.

2. Leisure Networks as the Regional Coordinator will establish and maintain place-based networks to embed best practice disability inclusion and connect with people with disability, local disability networks, sporting clubs, active recreation providers and other community organisations.

The Regional Coordinator role will manage funding for co-designed place-based projects and activities that provide greater access to sport and active recreation for people with disability.

To ensure the program's relevance, effectiveness, and alignment with the needs of the sector and people with disability, two consultation groups have been established to provide expert advice, feedback, and guidance.

Consultation group 2 will specifically provide insight as a sport & recreation employer or manager/leader of a sport and recreation facility or disability focused community organisation in regional Victoria.

Purpose and Activity

Consultation group primary purpose is to:

- Provide input and recommendations on the needs of the regional sector, best practice engagement and employment of people with a disability, training and resource design and delivery, building and strengthening of regional networks and implementation of a place-based funding model.
- Participate in co-design activities, utilising personal and professional expertise, experience, and knowledge to generate meaningful outcomes for the program.
- Assist in identifying potential risks, challenges, and opportunities for improvement to program deliverables.

The program activity included in consultation group scope is:

- Providing feedback on best practice training and resources, current training gaps and identifying new resource categories.
- Providing insight on current sector funding barriers.
- Providing recommendations on funding models to support the sector in regional Victoria.
- Participate in testing and providing insights on the content and platform design for the learning and development hub.
- Assist with post launch monitoring of the learning & development hub, with a focus on accessibility & usability.
- Provide insights on best practice sustainability models for the learning and development hub to exist beyond the life of the funding.

Roles and Responsibilities

As a member of the Consultation Group you will:

- Attend all meetings (between 12-15 in total, each 2 hours, online; and in person options available) or providing input through written feedback.

- Offering expertise, suggestions, and recommendations on the program's progress.
- Reviewing program resources as required.
- Ensuring confidentiality of sensitive or pre-released information.

A Chairperson will be allocated to each meeting and responsible for leading the meetings, ensuring the agenda is followed, and that all members have the opportunity to contribute.

Administrative support will be provided to the Chairperson from Disability Sport and Recreation and Leisure Networks.

Time commitment

The Consultation Group will meet as required and scheduled for the co-design phases of the project. Additional meetings may be called if urgent matters arise and some out of meeting time on task also requested.

Meeting Schedule:

Year 1	Year 2	Year 3
April 25	July 25	May 26
May 25	Aug 25	Sept 26
	Oct 25	Nov 26
	Mar 26	Feb 27

Selection Criteria

1. Work as a sport & recreation employer or manager/leader of a sport and recreation facility or disability focused community organisation in regional Victoria
2. Understanding of, or experience with the barriers, enablers and/or gaps to participation and inclusion in sport and active recreation for people with disability
3. Interest in, or passion for improving disability access, inclusion and participation in sport and active recreation

Privacy Information

The collection and handling of applications and personal information will be consistent with the requirement of the *Privacy and Data Protection Act 2014*.