



Health Promotion Officer

- Permanent part-time 30.4 hours per week
- Box Hill location with secure onsite parking & close to public transport
- Attractive remuneration including full salary packaging entitlements

About Family Planning Victoria

Family Planning Victoria (FPV) is a leading, not for profit, state-wide provider of sexual and reproductive health care, education, and advocacy. Governed by a voluntary board of directors, we have been providing comprehensive sexual and reproductive health services in Victoria for over 50 years.

We provide a range of services which are accessible, culturally relevant, and responsive to the needs of the diverse Victorian community, including clinical care, education, and training to help build the capacity of educators and health care professionals.

About the role

An exciting opportunity exists for a Health Promotion Officer with exceptional communication skills to support Family Planning Victoria in improving the sexual and reproductive health priority populations within the community.

With flexibility to work within a 'hybrid' working model, the successful applicant will actively contribute to the design, development, implementation, and evaluation of FPV's health promotion plan and strategic partnerships. Under the guidance of internal subject matter experts, and/or advisory working groups, you will develop or refine community education collateral and targeted messaging that is accessible and culturally appropriate.

The role will see you engage with the community to add value to the further development and continuous improvement of FPV's services, enhancement of current materials, and development & promotion of new resources, content, campaigns, and community events, that support and address ongoing and emerging reproductive sexual health issues.

Key responsibilities of the role include (but are not limited to):

Health Promotion & Communication

- Using a recognised evidence-based framework, plan, develop, deliver, and evaluate the effectiveness of health promotion activities and communications.
- Incorporate evaluation results to continuously improve FPV's materials, content, and service delivery and to inform health promotion priorities.
- Contribute to the creation of internal and external digital newsletter communications with department leads.
- Represent FPV at existing and emerging network meetings and community events that are relevant to the role and specific to sexual and reproductive health.
- Contribute expertise in support of grant and funding applications



Marketing & Engagement

- Lead content development / update for youth sexual and reproductive health digital resources (including FPV's IRL app).
- Develop and actively manage a stakeholder matrix of health promotion channel partners
- Identify, develop, and maintain partnerships, cross promotion opportunities and strategic alliances with relevant community / advocacy groups and networks pertinent to channels of health promotion.
- Contribute to 12-month marketing activations calendar, to help expand engagement and ensuring we are in marketing at times of key relevancy (i.e., IDAHOBIT Day).

About You

Ideally, we are looking for someone with:

- Demonstrated understanding of health promotion frameworks and its application to reproductive and sexual health.
- Tertiary qualification in health promotion or related field.
- Experience in identifying and establishing partnerships and collaboration that support health promotion priorities.
- Demonstrated ability to influence organisation focus to reflect public sector health policy, priorities, and emerging trends.
- Proven experience in designing, implementing, managing, and evaluating health promotion activities & projects.
- Strong understanding of health communication with priority populations and the reproductive and sector health sector.
- Highly developed communication skills (both written and spoken)
- A current Working with Children's Check & successful completion of a national police check is required

How to Apply

Please provide a brief cover letter addressing the skills requirement (described in the **About You** section), along with your resume to HR@fpv.org.au by close of business Friday 21st January 2022.

A Position Description can be downloaded via the FPV website at <https://www.fpv.org.au/careers/career-opportunities>

Only candidates who have the right to work in Australia will be considered. Successful appointees will be required to undertake & complete a Satisfactory National Police Check & Working with Children Check.