

Position Description

Position title:	Policy Officer (0.6 – 1.0 FTE)
Division:	Policy and Government Relations
Location:	National Office, Camberwell – Melbourne
Reports to:	General Manager, Policy and Government Relations
Approved by:	CEO
Date approved:	February 2021

About us

The Australian Physiotherapy Association (APA) is the peak body representing the interests of over 28,000 physiotherapists in Australia. It does so by advocating for access to quality physiotherapy services, providing leadership in the wider health landscape, creating lifelong information and learning opportunities for members, and promoting the value of physiotherapy to the community.

The APA is proud to have a great working culture and it is underpinned by our values:

- Professional
- Excellence
- United
- Community minded
- Visionary

About the role

To help APA members define public policy barriers to the provision of sustainably safe, high quality physiotherapy; help members construct viable alternatives and help members develop strategies to promote these alternatives to critical stakeholders.

Responsibilities:

- maintain relationships with Private Health Insurers and Primary Health Networks to assist in operationalizing APA policy
- Assist in managing grant programs and coordinate and support the APA's NDIS and disability advocacy activities
- facilitate member development and documentation of options for structural and systemic change that can be championed by the APA
- support of members as they participate in consultations on public policy issues, including the (co)design and re-design of funding programs that support the provision of physiotherapy
- support State Branches to advocate for policy and align it with APA national policy
- understand the engagement of the APA and our members with Local, State, and Federal Government agencies
- support physiotherapists who are participating in reviews and inquiries likely to have a substantive impact on the APA's strategy
- provide secretariat support for APA committees, working parties and meetings in the health policy
- collaborate with staff in teams across the APA to ensure the organisational strategy and tactics being used to pursue policy goals align with those occurring in professional education, communications and marketing.
- ability to travel interstate from to time to time.

About you

- the ability to work with professionals on structural and systemic issues that affect their ability to deliver high quality services
- sound knowledge of the Australian health sector
- knowledge of the private health insurance industry and/or primary health network would also be highly regarded
- excellent written and verbal communication skills, and experienced in preparing briefs and background analyses
- sound skills and experience in rapidly appraising large volumes of information and deriving critical issues from it
- strong interpersonal skills with demonstrated confidence in presenting indicative solutions to panels of peers
- experience in working independently on substantive problems and collaborating in a team-oriented environment
- the ability to effectively prioritize and execute tasks in a high-pressure environment
- experience in a policy-related position