

## Why Join Our Team?

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At Children by Choice, **we believe in creating a world where everyone has the freedom to make their own reproductive choices.** As a **proudly feminist organisation**, we're leading the way in reproductive rights and gender equity across Queensland—and we're looking for passionate, values-driven people to join us on this exciting journey!

Imagine coming to work every day knowing you're making a real difference. We're a team that's deeply committed to creating positive change, offering all-options pregnancy counselling, wraparound support, education and training, work with consumers and health professionals as well and advocacy for every pregnant person's right to make informed decisions. Whether it's supporting someone through their pregnancy choices, improving access to safe abortion services, or shaping policy, our work is grounded in compassion, care, and justice.

Our environment is **collaborative, supportive, and dynamic**—and **we want you** to bring your passions to the table. Here, your ideas matter. You'll have the opportunity to contribute meaningfully to improving access to women and pregnant people's rights to parent by choice, to access abortion if that is their choice, and overall work towards gender equality.

With expanded funding under the Termination of Pregnancy Action Plan from Queensland Health and from Queensland Department of Justice and Attorney General, we aim transform reproductive healthcare access across the state. We're also deeply committed to gender equity and the intersections of reproductive justice, domestic, family, and sexual violence (DFSV), with funding from Department of Justice and Attorney General.

This is a place where your commitment to social justice aligns with your day-to-day work, and where your professional growth goes hand-in-hand with your passion for creating a fairer, more equal society.

Children by Choice is led by a voluntary Management Committee, a group of diverse professionals who guide our strategic vision, governance, and core values. Our CEO, working alongside a passionate team of professionals and volunteers, ensures that every voice is heard, and that we work together in a spirit of collaboration and equality.

By joining our team, **you'll be part of a bright, forward-thinking, and values-driven organisation** that's truly at the forefront of reproductive rights in Australia. You'll have the chance to work with like-minded colleagues, develop your skills, and contribute to a movement that promotes change and equality for all.

If you're looking for a place where you can grow, make an impact, and feel great about the work you do, Children by Choice is the place for you.

**Join us in making a difference!**

## Position Description

POSITION	All Options Pregnancy Pathways Worker
Reports To	Team Leader Counselling
Date	8 <sup>th</sup> October 2024
Closing Date	21 <sup>st</sup> October 2024
Award	Social Community Home Care and Disability Services Award (SCHADS)
Award Level	Level 5
Wage Range	From \$49.28 per hour / approx. \$97,000 pa (pro-rata)  Children by Choice can offer salary sacrifice up to <b>\$15,900 per year</b> tax-free for general living expenses. Additionally, they can also salary sacrifice up to <b>\$2,650</b> per year for meals and entertainment, bringing the total potential tax-free benefit to <b>\$18,550</b> annually.
Employment Status	Permanent Part-time
Hours	30 hours per week
Direct Reports	Nil

## Organisational Environment

Founded in 1972 with a strong grassroots approach, **Children by Choice** continues to carry forward this spirit of advocacy and community-led action as we lead the way in advancing reproductive rights and gender equity.

Children by Choice provides counselling, information and education services on all pregnancy options, including abortion, adoption, kinship and alternative care and parenting. We provide a Queensland-wide counselling, information and referral service for pregnancy.

Nationally we deliver sexual and reproductive health education sessions in health and hospitals around Queensland, across the community and offer training for GPs and other health and community professionals on pregnancy options, reproductive coercion and post abortion counselling across Australia. We provide consumer groups and resource development and are focussed on delivering to priority groups in Queensland, including but not limited to people with a disability, LGBTIQIA+ people, women who interface with the justice system, First Nations people, people from Culturally and Linguistically Diverse backgrounds.

Children by Choice fosters a welcoming and supportive workplace, where every team member is encouraged to contribute their skills and passions to our shared mission of advancing

reproductive rights and gender equity. Our organisation is governed by a Voluntary Management Committee, a group of dedicated professionals elected annually at the AGM. While the Committee provides governance oversight, they also offer expert guidance on operational matters to ensure our work remains strategic and responsive to best practices.

You will be part of a small, passionate team of professionals committed to delivering high-quality, evidence-based services. All team operate with a collaborative approach while promoting individual role autonomy and professional development. Together, the direct client working teams and community engagement teams work closely to provide compassionate support, advocacy, and comprehensive information to women, pregnant people, and other stakeholders.

At Children by Choice, we are proud to offer a warm, inclusive, and values-driven environment. We emphasise collaboration, innovation, and a deep commitment to gender equity and reproductive justice.

Our team is dedicated not only to achieving our goals but also to supporting one another in creating meaningful change. This is a place where you can grow, make an impact, and work in alignment with your values.

Our latest strategic plan and annual report, outline our current priorities and reflect our ongoing commitment to expanding access and improving outcomes for all pregnant people in Queensland.

Our **Annual Reports and Strategic Plan** are available on our website at [www.childrenbychoice.org.au](http://www.childrenbychoice.org.au).

*We strongly encourage applications from First Nations peoples, culturally and linguistically diverse (CALD) individuals, and other priority groups, as we are committed to fostering an inclusive and diverse workplace*

## The Role

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The **All-Options Pregnancy Pathways Worker** plays a pivotal role in ensuring individuals seeking abortion care across Queensland have a smooth, informed, and supportive pathway to access services. This position is responsible for building and maintaining relationships within Queensland Health and Hospital Services not limited to Termination of Pregnancy Nurse Navigators, Aboriginal and Torres Strait Islander health Workers, Social workers, GPs, Primary Health Networks (PHNs), and private practitioners, ensuring clients are referred to the most suitable service providers based on their needs and location.

Additionally, this role will provide client-facing case management, offering specialised advocacy and support, and ensuring that clients receive trauma-informed, feminist care for all pregnancy options, including abortion, parenting, antenatal, and perinatal support.

A deep commitment to reproductive rights, client-centred service, and dedication to knowledge sharing is essential. The role will also assist with CRM-related tasks, provide training for new team members, and ensure the Children by Choice website's live Abortion and Contraception Map is regularly updated with current service information.

## Key Responsibilities:

### 1. **Client-Facing Case Management and Advocacy:**

- Provide trauma-informed, feminist support to individuals seeking abortion care, guiding them through pathways and addressing all pregnancy options, access to Termination of Pregnancy Services and pathways, referrals to parenting support, antenatal care, and perinatal care.
- Offer specialised advocacy, ensuring that clients are supported throughout their care journey and receive accurate information about available services and pathways.
- Respond sensitively to clients' diverse needs, delivering support that prioritises their autonomy and well-being, while ensuring timely access to services.
- Work collaboratively with the Intake and Counselling Team to ensure clients are referred quickly and smoothly to the appropriate services, supporting informed decision-making across all pregnancy options.

### 2. **Pathway Coordination:**

- Act as a primary contact for locating and maintaining connections with nurse navigators, social workers, GPs, PHNs, and private practitioners involved in abortion and reproductive care across Queensland.
- Collaborate with Queensland HHS, private providers and PHNs to map and update abortion care pathways across regions, ensuring smooth access to services for clients.
- Update and maintain the live Abortion and Contraception Map on the Children by Choice website, ensuring that accurate and current information about service providers and costs is publicly available.
- Take pride in documenting and sharing referral pathways and support services internally, ensuring alignment across the organisation.

### 3. **Client Support and Administration:**

- Assist clients by providing up-to-date referral information and, where appropriate, case management for those navigating more complex or specialised care pathways.
- Contribute to triaging and allocating clients to the most appropriate services within Children by Choice, including counselling or external referrals.
- Update client-facing information on service costs, abortion options, community support services, and antenatal and perinatal care resources on the Children by Choice website.
- Assist with administrative tasks related to distributing brokerage funds for clients, ensuring that financial support is made available efficiently (without decision-making responsibility regarding eligibility).

### 4. **Collaboration and Communication**

- Work closely with internal teams, such as the Community Engagement and Communications teams, to ensure that referral pathways and relevant service information are communicated effectively to both clients and staff.

- Collaborate with Queensland Health and Hospital Services, PHNs and external stakeholders to ensure accurate and comprehensive information about services and pathways is maintained and updated regularly.
  - Promote a knowledge-sharing culture within the organisation, ensuring all staff are informed and able to assist clients with the most up-to-date service and referral information.
5. **Training and Onboarding:**
- Assist in the training and onboarding of new team members, especially in CRM systems, service mapping, and pathway coordination.
  - Support team members by sharing updated information about pathways, best practices, and service changes, ensuring everyone is aligned in providing client-centred care.
6. **Process Improvement and Documentation:**
- Contribute to the continuous improvement of intake and referral processes, offering recommendations to the Counselling Team Leader for system enhancements.
  - Document and update public and private access to abortion services across Queensland, including collaborations with PHNs, ensuring that comprehensive and accurate information is available to clients and stakeholders.
7. **CRM and Data Management:**
- Assist with CRM-related tasks, ensuring that client records and service provider information are accurate and up to date.
  - Support data management by ensuring all interactions with clients and service providers are well-documented and tracked within the CRM system.

## General Responsibilities:

### Attributes and Skills:

- **Client-Focused:** A deep commitment to supporting clients in accessing reproductive healthcare and a strong belief in reproductive rights.
- **Knowledge-Sharing:** Passionate about sharing up-to-date information and resources across the team, ensuring everyone is informed and able to assist clients effectively.
- **Collaborative:** Strong ability to work across internal teams and with external stakeholders such as PHNs, focusing on achieving the best outcomes for clients.
- **Organised:** Highly organised with the ability to manage multiple pathways, keep information updated, and ensure service maps are maintained accurately.
- **Technically Proficient:** Familiar with CRM systems and able to assist with data entry, updates, and training of new staff members.
- **Problem-Solver:** Proactive in identifying areas for improvement and committed to continuous process enhancement in pathways and referral coordination.

# Selection Criteria

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## Essential:

To be successful in this role, you will demonstrate the following skills, abilities, and attributes:

- Commitment to the vision, mission, and values of Children by Choice Association Incorporated, including a strong belief in the right to choose abortion and a dedication to reproductive justice.
- Tertiary qualifications in nursing, social work, human services, community development, a related field, or at least three years of relevant experience.
- Demonstrated experience in delivering trauma-informed, feminist, and client-centred case management, with a focus on reproductive healthcare and advocacy.
- Ability to respond compassionately and supportively to individuals seeking pregnancy options, including abortion, parenting support, antenatal, and perinatal care.
- Deep understanding of reproductive rights and abortion care pathways, including the ability to source, share and provide accurate, up-to-date referral information.
- Proven experience in coordinating care pathways, building relationships with stakeholders (such as nurse navigators, social workers, GPs, Primary Health Networks, and private practitioners), and maintaining a network of service providers across Queensland.
- Ability to collaborate with external stakeholders, including Health and Hospital Services, to update and map service pathways for clients.
- Experience in managing administrative tasks, including documenting and updating internal pathways, maintaining accurate records, and ensuring up-to-date client-facing information on the website.
- Familiarity with CRM systems and the ability to manage client data, update service maps, and assist with CRM-related tasks.
- Ability to identify gaps or inefficiencies in referral pathways and propose solutions to improve the client experience.
- Capacity to work independently while contributing to team goals and the overall mission of Children by Choice

## Desirable:

While not essential, the following qualifications, skills, and experiences will be highly regarded:

- A good knowledge of women's health issues, particularly related to sexual and reproductive health, pregnancy options (including adoption and alternative care), and abortion, or the ability to acquire this knowledge quickly.
- Experience working with diverse populations, including young people, people with disabilities, and members of culturally and linguistically diverse (CALD) and LGBTQIA+ communities.

**Additional Requirements:**

- Applicants must be willing and able to undertake occasional after-hours work as requested.
- Applicants must be eligible for a Blue Card under the Commission for Children and Young People and Child Guardian Act 2000.

Children by Choice embraces a diverse and inclusive environment. Our service values diversity and acknowledges that inclusive spaces generate creativity and innovation in perspective and problem solving while producing more sustainable and effective outcomes. Aboriginal and Torres Strait Islander people, people with a disability and people from the LGBTIQ+ community are strongly encouraged to apply.

It is a genuine requirement of this position that the Community Engagement Worker is a woman as per the exemption granted to Children by Choice by the Queensland Industrial Relations Commission.

[Children by Choice Association Inc. is exempt from the operations of sections 14, 15, 15A, 124, and 127 of the *Anti-Discrimination Act 1991* in relation to attribute in s 7(a).]

## How to Apply

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We're excited that you're considering joining the Children by Choice team! To apply, please send us:

- A **one-page response** outlining how your skills and experience match the key selection criteria and duties in this role.
- Your **current CV** detailing your professional background and qualifications.

At Children by Choice, we value passion, collaboration, and a commitment to making a difference. We encourage you to keep your application clear, friendly, and focused on how you can contribute to our mission.

For any queries please contact: [recruitment@childrenbychoice.org.au](mailto:recruitment@childrenbychoice.org.au) we're happy to respond via email or call you back!

Please submit your application via email to [recruitment@childrenbychoice.org.au](mailto:recruitment@childrenbychoice.org.au) with the subject line: **All Options Pregnancy Pathways Worker – [Your Name]**.

**Applications close on 9am 21<sup>st</sup> October 2024.**

We can't wait to hear from you!