

Peer Health Promotion Officer (Well Beyond 50)

Living Positive Victoria, a small not-for-profit organisation committed to supporting people living with HIV, is seeking a Health Promotion Officer.

The primary role of the Peer Health Promotion Officer (Well Beyond 50) is to deliver high quality health promotion and community engagement projects to enhance the health, wellbeing and quality of life of Victorian people living with HIV (PLHIV), with a focus on PLHIV over 50. Reporting to the Programs Manager, the Health Promotion Officer works with the Health Promotion team to plan, develop, implement and evaluate peer-led health promotion for people over 50, as well as community and aged care workforce engagement projects. This includes workshop coordination and facilitation, community engagement, health information resource production and capacity building.

If you are passionate about enhancing the human rights and wellbeing of people ageing with HIV and possess the necessary skills, we invite you to apply to join our dedicated team.

Position Details

Title:	Health Promotion Officer
Classification:	Social and Community Services Employee Level 5
Organisation:	Living Positive Victoria
Work Location:	Levels 3 & 4, 25 Elizabeth Street Melbourne 3000
Employment Type:	Part Time Continuing (0.6 EFT)
Salary range:	SCHADS Award – level 5 – generous salary sacrifice
Position reports to:	Programs Manager
Reviewed and updated:	March 2025

Living Positive Victoria – Organisational context

Living Positive Victoria is a not-for-profit, community-based organisation representing all people living with HIV in Victoria since 1988 and is committed to the advancement of human rights and wellbeing of all PLHIV.

Living Positive Victoria works closely in partnership with a range of HIV-sector and other organisations to deliver a comprehensive and coordinated response to the needs of PLHIV in Victoria, nationally and internationally.

Our vision: A world where people living with HIV live their lives to their full potential, in good health and free from discrimination

Our mission: To enable and empower all people affected by and living with HIV in Victoria to be part of the response that seeks an end to the HIV epidemic

Our focus: Our focus for this five-year period is to reduce HIV-related stigma through supporting, connecting with and advocating for Victorians with HIV. We will do this through strategies that build on what we do well as well as innovate into new areas.

Health Promotion Officer (Well Beyond 50) - Responsibilities and Duties

This position works under general direction of the Programs Manager in functions that require the application of a range of health promotion, peer education and program administration knowledge appropriate to the diversity of the work. General guidelines and work procedures are established.

The position is required to:

- Deliver, evaluate and continuously improve peer support and education activities targeting PLHIV over 50 to reduce stigma, support improved quality of life and build connection to community
- Contribute to the planning, development, delivery and evaluation of comprehensive health promotion and peer education activities as outlined in the LPV annual business plan in accordance with the LPV Strategic Plan 2023-28 and the organisational budget
- Engage people living with HIV in the development, coordination, promotion and delivery of targeted support and health promotion activities and resources
- Formulate evidence-based health promotion goals and activities that contribute to enhanced wellbeing of PLHIV ageing PLHIV
- Actively build partnerships with community and workforce stakeholders to achieve strategic objectives
- Incorporate evaluation into the planning of health promotion programs
- Produce quality written communications, including report summaries and digital content, in a timely manner

Requirements of the position

The Health Promotion Officer requires the application of health promotion knowledge and skills (and other skills as described above) that have been gained through qualifications and/or previous experience, or through a related discipline. This employee will be expected to contribute knowledge in establishing procedures and monitoring and improving related programs and activities within the organisation.

This position involves a range of work functions and will be required to provide specialist expertise or advice in their relevant discipline. This position requires a sound knowledge of program, activity, operational policy and service aspects of health promotion to specific communities. This position may involve supervision of volunteers.

Key Selection Criteria

- Tertiary qualifications in health promotion, public health, social science (with a health promotion major), health education or related field and two years of relevant experience; or associate diploma with 4 years relevant experience; or lesser formal qualifications with substantial years of relevant experience
- High levels of knowledge and substantial experience and/or skills in health promotion, peer and community education and training and project coordination
- Demonstrated understanding of health promotion theory and practice in the context of a peer-based organisation
- Demonstrated ability to build and maintain collaborative relationships with a range of community and workforce stakeholders
- A comprehensive understanding of the issues facing people living with HIV
- Demonstrated project management skills including project planning (consultation, defining objectives, evaluation planning), delivery and monitoring and evaluation
- Demonstrated ability to produce written communications which convey ideas and information to a range of audiences
- Demonstrated ability to manage time, set priorities, plan and organise workflow

Living Positive Victoria is a Child Safe organisation and has zero tolerance policy to child abuse.

Employment is subject to a Working with Children Check and a satisfactory National Police Check.

To Apply



To apply or for more information about the position please contact Richard Keane (CEO) by email, rkeane@lpv.org.au using the subject line: Health Promotion Officer – Ageing with HIV

In your application include your current resume and a cover letter that addresses:

- Each individual key selection criteria
- what has motivated you to apply for this position at Living Positive Victoria
- the skills and experience you bring to the role.

LPV is an equal opportunity employer.

We encourage people over 50 who are living with HIV, people from Aboriginal and/or Torres Strait Islander communities, LGBTIQ+ communities and migrant backgrounds to apply.

Living Positive Victoria is a Child Safe organisation and does not tolerate child abuse of any type.

Applications close at 5pm, Tuesday 1st April 2025

Interviews will be held on Tuesday 15th April 2025