

Projects and Policy Lead (Identified Role)

Organisation: First Nations Eye Health Alliance (FNEHA)

Location: Flexible/Remote (Australia-based)

Employment Type: 6-month contract, with possibility of extension

Hours: Part-time 25 hours per week

Pay Rate: \$38.65 per hour plus superannuation

Immediate start

Identified Role: Aboriginal and/or Torres Strait Islander applicants only

About the Role

The Projects and Policy Lead is a leadership role reporting directly to the CEO. You will play a critical part in shaping national policy and advancing the health and well-being of Aboriginal and Torres Strait Islander peoples.

This role is ideal for a seasoned professional with deep experience in Aboriginal and Torres Strait Islander health and wellbeing, strong policy knowledge, and the ability to influence national agendas. You will also drive philanthropic opportunities to help resource FNEHA's engagement with government and key stakeholders.

Key Responsibilities

- Provide leadership and high-level advice to the CEO on national policy issues.
- Lead the development of policy submissions, reports, and strategic advice to government and Ministers.
- Build and maintain strong relationships with communities, government, health sector partners, and philanthropists.
- Scope opportunities for funding, grants, and partnerships to strengthen FNEHA's sustainability.
- Represent FNEHA at national forums and key stakeholder meetings.
- Produce clear, persuasive, and impactful written work to influence policy and resource engagement

About You

We are seeking an Aboriginal and/or Torres Strait Islander professional who brings:

- Proven leadership experience in health, well-being, or policy.
- Strong track record in government submissions, advocacy, and stakeholder engagement.
- Exceptional written and verbal communication skills.
- Ability to scope and secure resources, including philanthropy and funding opportunities.
- Confidence to work across multiple projects and deliver outcomes in a fast-paced environment.
- Tertiary qualifications in health, public policy, law, or community development are desirable but not essential.
- Established networks across government, health, and philanthropic sectors.
- Experience in project management and evaluation.
- Conditions
- \$38.65/hr. plus superannuation
- 6-month contract (possibility of renewal)
- Remote/flexible work, with occasional interstate travel
- National Police Check and Working with Children clearance required
- Salary packaging for everyday expenses, meals, and entertainment.

How to Apply.

Please submit the following:

- A brief cover letter outlining your interest and experience
- Your resume

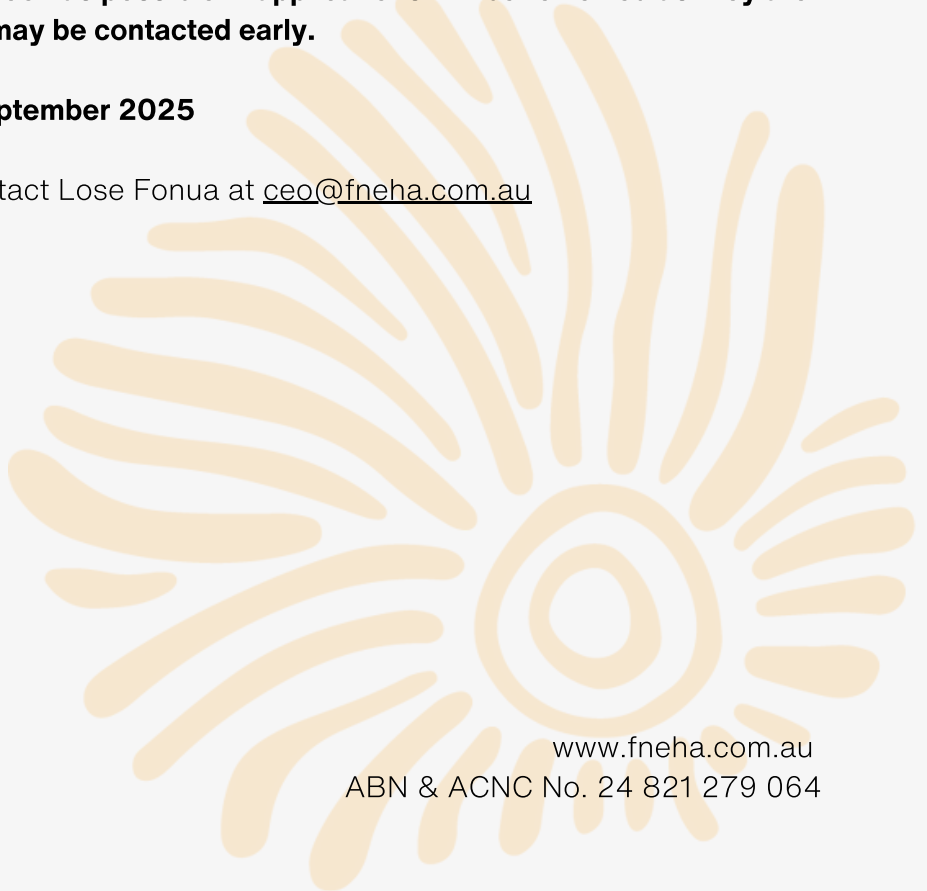
Applications can be submitted via email to ceo@fneha.com.au with the subject line:

Application – Projects and Policy Lead

Please submit your application as soon as possible – applications will be reviewed as they are received, and suitable candidates may be contacted early.

Applications close: 11.59pm 30 September 2025

For further information, please contact Lose Fonua at ceo@fneha.com.au



POSITION DESCRIPTION

Projects and Policy Lead (Identified Role)

Organisation: First Nations Eye Health Alliance (FNEHA)

Reports to: Chief Executive Officer, FNEHA

Location: Flexible/Remote

Employment Type: 6-month contract, with possibility of extension

Hours: Part-time (approx. 15 hrs./week)

Classification/Rate: \$38.65 per hour plus superannuation

Identified Role: Aboriginal and/or Torres Strait Islander applicants only

Position Purpose

The Projects and Policy Lead will play a pivotal leadership role within FNEHA, working directly with the CEO to shape, deliver and advocate for priorities in Aboriginal and Torres Strait Islander eye health and wellbeing. This role requires a seasoned professional with strong experience in health policy, government engagement and philanthropy.

The position will lead policy submissions, influence the national health policy agenda, develop resourcing opportunities (including philanthropy and funding strategies), and provide strategic advice to guide FNEHA's advocacy and community engagement.

Key Responsibilities

Leadership & Strategy

- Provide high-level advice to the CEO and Board on strategic issues in Aboriginal and Torres Strait Islander health and wellbeing.
- Lead projects and policy initiatives aligned with FNEHA's vision and priorities.
- Mentor and support other staff and contractors, fostering a culture of excellence, collaboration, and accountability.

Policy & Advocacy

- Develop and lead policy submissions, reports, and briefings for government, Parliamentarians, and Ministers.
- Monitor and analyse developments across the national health and social policy landscape, identifying risks and opportunities.
- Contribute to the development of strategies that strengthen FNEHA's influence in national health policy reform.

Stakeholder Engagement

- Build and maintain effective relationships with Aboriginal and Torres Strait Islander communities, government agencies, health sector organisations, and philanthropic partners.
- Represent FNEHA at national forums, conferences, and stakeholder meetings.
- Ensure First Nations voices and perspectives are central in all engagement and policy development.

Philanthropy & Resourcing

- Scope opportunities to diversify and strengthen funding, including philanthropy, grants, and partnerships.
- Produce high-quality scoping documents, cases for support, and strategic communications to attract and sustain resources.

Research & Writing

- Lead the production of evidence-based reports, submissions, and communication materials.
- Translate complex research and policy information into accessible, persuasive, and impactful writing.

Selection Criteria

Essential

- Aboriginal and/or Torres Strait Islander heritage (identified role).
- Extensive experience working in Aboriginal and Torres Strait Islander health, wellbeing, or social policy.
- Demonstrated leadership capacity and experience reporting at a senior/CEO/Board level.
- Strong experience in developing policy submissions, strategic advice, and engagement with government.
- Proven track record of stakeholder engagement with Aboriginal and Torres Strait Islander communities and national health sector organisations.
- Exceptional written and verbal communication skills, with the ability to produce high-quality reports, submissions, and advocacy materials.
- Demonstrated ability to scope, secure, and manage resources (government, grants, philanthropy).
- Proven experience balancing multiple projects and delivering outcomes under pressure.

