WESNET
The Women's Services Network

SCHEDULE 1 - POSITION DESCRIPTION

Position title:	Technology Safety Specialist
Hours	Full time - 76 hours per fortnight It is expected that most work will usually be undertaken between the hours of 9am-5pm (AEST) Monday to Friday. Some out-of-hours work may be required from time to time when travelling or for meetings.
Team/ Program area	Safety Net Australia Program
Award/Agreement/ Classification	The position is guided by the Social, Community, Home Care and Disability Services Industry Award [MA000100]. Classification is linked to Level 6.
Reporting to	Safety Net Australia Director or her Delegate
Tenure	Ongoing (for the duration of program term/funding)
Location	Can be based in any major centre in Australia where the applicant lives within one hour of a major metropolitan airport.

Background

Wesnet (Women's Services Network) is the peak body for specialist women's family and domestic violence services in Australia. Its aim is to eliminate family, domestic and gender-based violence in Australia. Wesnet convenes the specialist sector to identify unmet needs, canvass new and emerging issues, and to inform Wesnet's policy development and provision of expert advice to Government, corporate and community entities.

Wesnet's Safety Net Australia (Safety Net) program works at the intersection of technology and gendered violence. Safety Net aims to help victim-survivors of family and domestic violence to access and use technology in ways that support their safety, recovery and ability to participate in society.

Safety Net provides:

- Material relief to victim-survivors of family and domestic violence and other forms of gender-based violence.
- Awareness-raising and educational resources for women and gender-diverse people to increase their safety.
- Capability-building products, including training, for frontline family and domestic violence workers to enable them to support survivors to use technology to enhance their safety and privacy and provide assistance in relation to technology-facilitated abuse.
- Expert advice on technology-facilitated abuse and gender-based violence to community service providers, government and statutory bodies.
- Advice to technology companies to enhance victim-survivors' safe access to technology products and services, through safety-by-design and other harm prevention approaches.

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Position Summary

The Technology Safety Specialist is one of two in the Safety Net program. The Technology Safety Specialist is primarily responsible for providing expert analysis and advice, both within Wesnet and externally, on technology safety in relation to family and domestic violence (FDV) and gender-based violence. The Technology Safety Specialist develops and delivers knowledge and learning products that build the capability of frontline family and domestic violence workers, and other services, to respond to technology-facilitated abuse in the context of family and domestic violence.

The position reports to the Safety Net Australia Director or her delegate.

Position Responsibilities

Expert analysis and advice

- Provide advice and support to frontline services through a range of mechanisms in relation to technology-facilitated abuse and safety.
- Provide advice to technology companies in accordance with Wesnet's partnership agreements and strategic vision.
- Provide advice as required to developers of new technology in accordance with Safety Net Australia's business model and objectives.
- Provide advice within Safety Net and across Wesnet teams, including the Policy and Advocacy team and the Technology Safety Research and Policy Advisor.

Knowledge and Learning programming and content development

- Research relevant emerging technology, policy and legislation, including law enforcement, to inform knowledge and learning products and activities.
- Undertake knowledge translation activities to ensure capability-building activities and products are informed by both specialist FDV practice and technological knowledge, and that both can be applied to advocacy, policy development, and research activities.
- Map Safety Net's knowledge and learning products and their target audiences, including training packages, webinars, tools and resources, and ensure that these are regularly updated, removed or augmented as required to meet the identified learning needs of the sector and other audiences.
- Develop, design and deliver capability-building and awareness-raising products, obtaining subject-matter expertise when required to inform this process.

Group facilitation and training delivery

- Deliver in-person and online training, seminars, webinars, workshops and presentations to frontline services and other stakeholders, as required.
- Establish, resource and facilitate Communities of Practice for family, domestic and sexual violence service providers to build their capability in responding to technology-facilitated abuse.

Project Management

- Proactively manage projects and designated portfolios, including aligning project plans with Safety Net's Monitoring, Evaluation and Learning (MEL) Framework, and maintaining accountability for agreed project deliverables and timelines.

Stakeholder management

- Develop and support positive relationships with a wide range of key government, corporate and community stakeholders as part of Wesnet's stakeholder management strategy.
- Develop and maintain strong relationships with service providers and practitioners in the family, domestic violence and gendered violence sectors, maintaining a sound understanding of current practice models and key issues for FDV specialist services and to inform Safety Net's program work.
- Collaborate with family, domestic and gendered violence service providers, other community service providers, and technology companies to promote good practice in technology safety.

General responsibilities of all employees at Wesnet

- Contribute to the efficient and effective functioning of the team in order to meet organisational objectives.
- Participate in the Performance Development process, including regular review of individual workplace performance and strengths against the accountabilities and performance objectives associated with the role.
- Contribute positively to promoting a culture of health, safety and wellness for employees and volunteers at Wesnet and work with the OH&S policies.
- Abide by the policies and procedures of Wesnet.
- Ensure all work undertaken in your role aligns with the Strategic Plan and Wesnet's values.
- Contribute positively and consistently to the development and achievement of the relevant annual Operational Plans.
- Proactively finalise and complete an annual Professional Development plan, including booking and arranging assessment.
- Ensure workplace behaviour is consistent with the organisation's Code of Conduct and Conflict of interest statements.
- Perform responsibilities in a manner that reflects, and responds to, a focus on ethical conduct, engagement and continuous improvement.

Other duties may be assigned as needed.

Qualifications and Experience

Industry experience:	• Experience working in family and domestic violence frontline services, and knowledge about the specialist violence and allied frontline service provider sectors. • Specialist knowledge gained through experience, training or education in relation to gender-based violence and/or technology safety or equivalent, and preferably both.
Required education:	• Bachelor's degree or equivalent work experience in a relevant area. • A Certificate IV in Training and Assessment or equivalent is desirable.
Required experience and skills:	• Well-developed group facilitation and public speaking skills with at least 3 years of experience providing training. • Experience in designing and delivering training packages. • Critical reasoning skills, sound judgment, resilience and tenacity. • Excellent computer skills, including familiarity with advanced features of MS Office, particularly Excel, PowerPoint, and Word and online platforms such as webinar platforms, Wordpress and Learning Management Systems.
Desirable additional experience:	• Attended at least one Safety Net Training, Technology Summit, or other training facilitated or presented by Wesnet or other organisation's project staff. • Highly knowledgeable about technology, safety, and privacy with expertise in smartphones and associated computer ware. • Bilingual skills (e.g., reading, writing, speaking, signing). • Knowledge of, or experience with, technology and telecommunication companies. • Knowledge of, or experience with the legal and justice systems in response to violence against women and/or technology-facilitated abuse.
Management experience:	• N/A

Key Selection Criteria

Essential

1. A sound understanding of the gendered nature of violence in the community, the intersection between gendered violence and technology, and an understanding of intersectional feminism and its application to the work of Wesnet.
2. Experience working in FDV specialist services, and a sound understanding of the FDV services for survivors sector, the FDV service system, and community services more broadly.
3. Tech savvy with a keen interest in technology and safety by design, including the use of technology for good and its use in gender-based violence.
4. Excellent oral communication skills and the ability to work effectively with a wide range of people across and outside the organisation, including through demonstrated experience in group facilitation, public speaking, or in-person and online training delivery in a relevant sector.
5. The ability to produce evidence-based written material to a high standard for a range of audiences and channels.
6. Project management and organisational skills, including time management, event planning, priority setting, and managing multiple competing tasks and deadlines while producing high-quality work.
7. Experience in working independently and as a senior member of a team, as well as working collaboratively as part of a team.
8. Capacity to travel regularly with overnight stays.

Desirable

- A Certificate IV in Training and Assessment or equivalent is desirable.
- Specialist knowledge gained through work experience, training or education in relation to gender-based violence and/or technology safety or equivalent, and preferably both.
- Experience and expertise in designing and delivering training packages for adults.
- Specialist knowledge of, or experience with, technology companies, including telecommunication companies.
- Proficiency in using Wordpress and Learning Management Systems.
- Knowledge of, or experience with law enforcement and the legal system in relation to gendered violence and/or technology-facilitated abuse.

Additional Information

A current police check (within the last 12 months) and Working With Vulnerable People/Working with Children registration will be required prior to commencement.

Relationship to performance development and review

This position description operates in conjunction with and forms part of the annual review and professional development process. An initial review will take place at the end of induction and probationary period.

Wesnet conditions and benefits

Wesnet is a Public Benevolent Institution and generous Salary Packaging is available to staff through our provider https://eziway.net.au/#
Wesnet aims to provide a family-friendly workplace offering flexible working arrangements within operational requirements.
Benefits include:

- flexible working hours as agreed to assist in work/life balance within operational requirements.
- study leave, professional development and training, and a commitment to staff safety.

Copyright and Intellectual Property

Copyright and intellectual property rights in relation to resources, programs, documentation, systems and all other outputs that are produced or to which a contribution is made in the course of undertaking the employment remain the sole property of Wesnet Inc. The contributions of the employee to major pieces of written or other work will be properly acknowledged in writing on the report or product.

How to apply

To be considered for shortlisting and an interview, your application must include:

- Cover letter
- A statement that describes your suitability against each of the key selection criteria detailed in the Position Description.
- A resume containing your contact details, a summary of work experience, details of qualifications and education.
- Referees - if offered an interview, you will be required to provide details of at least two referees - ideally, one should be your current or most recent supervisor from your most recent employer, and another supervisor with knowledge of your work performance.

Application deadline: The final date for application receipt is 5pm AEDT on 8 December 2026. Late applications will not be considered; however, Wesnet reserves the right to extend the final date if no suitable applicant is found.

Applications must be submitted via email to jobs@Wesnet.org.au

- The position description is available at http://www.Wesnet.org.au/jobs
- If you need additional information about the position, please send your written enquiry to jobs@Wesnet.org.au.
- A Single PDF is preferred.
- PLEASE NOTE: Applications that do not comply with the above will not be considered.