

Position Description

POSITION TITLE:	Project Worker (Facilitator) (Casual)
REPORTS TO:	Programs Manager
LOCATION:	Remote
SALARY AND ENTITLEMENTS:	Level 3 Social Community, Home Care and Disability Services Industry Award
STRUCTURE:	Casual
ISSUE DATE:	April 2026

We deeply value lived experience. This is an identified position for a young person with disability aged 18 – 25 years.

CYDA's vision and purpose

[Children and Young People with Disability Australia \(CYDA\)](#) is the national representative organisation for children and young people with disability aged 0 to 25 years. CYDA has extensive national networks of young people with disability, families and caregivers of children with disability, and advocacy and community organisations.

Our vision is that children and young people with disability in Australia will fully exercise their rights, realise their aspirations and thrive in all communities. Our work is guided by our ['Strategic Plan 2024-2027'](#).

As an organisation who represents children and young people with disability, and their parents and caregivers, we deeply value the lived experience of people with disability and family lived experience of disability.

The disability community we proudly represent is one that is diverse and intersectional. People with a lived experience of disability, family connection with disability, people who are Aboriginal and Torres Strait Islander, members of the LGBTIQ+ community, people who are from multicultural and/or socioeconomically disadvantaged backgrounds are strongly encouraged to apply.

This is an identified position for a young person with disability aged 18 – 25 years.

Position overview

The Project Worker (Facilitator) will support CYDA to deliver the Neurodivergent LGBTIQ+ Youth National and Community Leadership Program. [You can find more about the program here.](#)

Their main role will be as a facilitator of the weekly/fortnightly program which will be delivered online to 12+ participants at a time. The first phase of the program will run between May and December 2026. They will work alongside a lead facilitator from CYDA during all sessions.

Facilitation duties involve reviewing content ahead of facilitations, attending briefing meetings, leading discussions and content, enabling participation in ways that work for participants, meeting participants' access needs, coordinating technology such as breakout rooms, and coordinating group dynamics. Note: A number of facilitations will be outside of routine working hours (for example: 4:30pm – 6:30pm AEST and 5:30pm – 7:30pm AEST).

The Project Worker (Facilitator) may also be asked to:

- Facilitate other CYDA focus groups, co-design sessions and consultations with children and young people with disability, and their parents and caregivers;
- Contribute to other CYDA focus groups, co-design sessions and consultations with children and young people with disability;
- Provide input and feedback on CYDA documents from a lived experience perspective;
- Support recruitment activities, by assisting reviewing applications and participating in interview panels as directed.

This Position Description is intended as a guide to the performance of your duties and is not an exhaustive list of everything you are required to do when carrying out your duties. In addition to the Accountabilities and KPIs detailed below, you may be required to perform additional duties that are considered within your role and skill level.

This role is based remotely (work from home). CYDA is committed to flexible working and has a Flexible Working Policy and Procedure.

Key internal and external stakeholders

Reports to: Programs Manager

Direct reports: Nil

External stakeholders: Children and young people with disability, parents and caregivers of children with disability

Selection criteria

Experience

- Aged 18 – 25 years with lived experience of disability, and experience utilising elements of your lived experience to connect with and engage others is an essential part of this role for lived experience facilitation purposes.
- Experience engaging with and working alongside children and young people with disability, and their parents and caregivers, including those with diverse needs and/or backgrounds.
- Experience facilitating group settings, either in person or online.

Capabilities

- Demonstrated commitment to a rights-based approach to disability and awareness of the diversity within disability.
- Strong online or in person facilitation skills.

Qualifications

As per SCHADS guidelines and CYDA requirements for the role:

- Satisfactory National Police Records Check and Working with Children Check.

Salary and conditions

This position is a Level 3 position as specified by the Social Community, Home Care and Disability Services Industry Award. Generous salary packaging is available.

CYDA offers flexible working arrangements for all staff, including in-office (Collingwood, Victoria), remote (all states and territories considered) or hybrid. Specific working arrangements may be negotiated where they are aligned to Award requirements and the expectations of the role. Flexible working arrangements may include things such as flexibility of start times and finish times, and flexibility in hours to manage health and/or caring responsibilities, among other things.

Conditions of employment are set out in the Employment Agreement and the Social Community, Home Care and Disability Services Award. A probationary period of six months forms part of the Employment Agreement.

To apply

To apply for this position, please submit your application by email to info@cyda.org.au by 11:59pm AEST on Sunday 10 May.

Applications should include:

- a cover letter addressing the Key Selection Criteria.
- your current CV / resume.

Your cover letter can be in written, video, recorded PowerPoint or voice note format. Written responses should be no more than 2 pages (approximately 1,000 words). Recorded responses should be no longer than 8 minutes. If you submit a recording, CYDA will use Microsoft Stream and/or Otter to generate a transcript of your recording to support accessibility in the assessment process.

Your CV / resume should be in written format.

When submitting your files, please use the following naming format:

- FirstName_LastName_CoverLetter
- FirstName_LastName_CV

If your files are too large to attach to an email, we ask that you share them in a view-only Google Drive or Dropbox link (or similar) in your application email.

For enquiries about the role, accessibility enquiries, or support with the application process (including alternative formats or submission methods), please contact our Programs Manager, Jason McCurry at info@cyda.org.au or (03) 9417 1025.