Position Title	Senior Disability Advisor
Group/Portfolio	Student Life, Student Success
Classification	HEW 7
Position Number	00062931
Reports To	Manager, Student Disability and Accessibility
Employment Type	Fixed Term / Full time

1.0   Position Purpose

The Senior Disability Advisor (SDA)is a member of the Student Disability and Accessibility Team, facilitating the inclusion of students with disabilities in their programs and the broader University community by negotiating reasonable adjustments and coordinating the provision of support services to these students across all Griffith campuses as well as students studying at through Griffith's Digital Campus.

Students with disabilities include those living with any physical, neurological, sensory, intellectual, learning disability or mental health issues. It also includes any long or short term medical condition (e.g. cancer, broken bones).

This position may recruit support staff for students with disabilities as required, and will be responsible for supervising these staff. The position will also have oversight of the quality of work delivered by external service providers and consultants. Some service delivery and movement between campuses may be required.

2.0   Eligibility Requirements

- Tertiary qualifications in a relevant field (e.g. special education, education, human services, occupational therapy) with relevant work experience or equivalent relevant experience.

- Possession of, or eligibility to receive, a Blue Card or similar working with children accreditation.

3.0   Key Responsibilities

- Work collaboratively with students with disabilities, and relevant academic and professional staff as required, to negotiate reasonable adjustments to support students in all learning activities.

- Coordinate the delivery of specialist support services to students with disabilities, including recruitment, orientation and supervision of support staff and external service providers and/ or consultants for students with disabilities.

- Develop strategies and programs to improve the quality of services for

students with disabilities, continuously monitor and evaluate the quality of service delivery, working with fellow staff and management teams to deliver such initiatives across all the Service.

- Maintain and enhance skills related to the position through appropriate training, professional development, peer review, supervision, etc.

- Participate to an appropriate level in planning, review, reflective and constructive evaluation of activities of the work group and of Student Services generally and contribute to quality assurance activities.

- Perform such other duties as may be required by the Manager, Student Disability and Accessibility; or the Director, Student Success which are consistent with the position and the needs of Student Success.

- Maintain compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.

- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all times to reflect fairness, ethics and professionalism.

4.0   Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

  To read about some of the non-technical organisation skills for this position, please see the Leads Self section of our Capability Development Framework.