

**Australasian Society for Intellectual Disability (ASID)  
Inclusion Consultant  
POSITION BRIEF**

**ASID Mission**

ASID is an Australasian peak body in intellectual disability. ASID promotes research to inform and influence practice and policy. We aim to achieve a society where people with intellectual disability are afforded the same rights and opportunities as all citizens.

**Position Overview**

The ASID Board has approved the engagement of an Inclusion Consultant as a contractor. We expect the work will average 12 hours a week for a five-month period.

The Inclusion Consultant will work with the Inclusion Practice Committee of the Board, reporting directly to the Committee Chair, Dr Bernadette Curryer.

The brief is to increase the inclusivity and accessibility of ASID and its activities, with a particular emphasis on the 2022 Conference.

**Background**

ASID runs an annual conference, usually rotating through each of seven divisions in Australia and Aotearoa New Zealand. Due to Covid, the 2021 conference was fully online, as will the 2022 Conference. The 2022 conference will be run over two half days: Friday 4<sup>th</sup> November and Wednesday 9<sup>th</sup> November from AEST 12-5.30pm. In 2021, to include people with intellectual disability who may experience difficulty joining an online conference independently, we developed and promoted the concept of Inclusive Conference Hubs. These Hubs, facilitated by disability organisations, advocacy groups or Universities, provided a space for small groups of people with intellectual disability to meet and receive support to join in one of the half days of the conference.

Following feedback about the Hubs, it was decided to develop this idea further and offer these again as an option in 2022. However, it was acknowledged that more work is required to ensure the success of the Hubs, which was the catalyst for funding an Inclusion Consultant. It is intended that the Inclusion Consultant will support the Conference Hubs and contribute to an increase in inclusivity of other ASID activities including our communications

**Position Tasks**

- Complete the ASID Induction process to gain a thorough understanding of ASID's mission and values.

- Become familiar with the ASID Conference and its processes.
- Meet at least monthly with the Chair of the Inclusion Practice Committee to discuss and report on tasks.
- Take part in the Inclusion Practice Committee and Conference Committee meetings (which often take place out of usual business hours).
- Organise consultations with people with intellectual disability, focssing on what they need for effective inclusion and accessibility to ASID, its conference and other activities. Groups or individuals to be targeted include:
  - people who were Hub participants in 2021
  - other attendees of the 2021 conference
  - members of the Inclusive Research Network, Centre for Disability Studies, Sydney
- Develop a comprehensive inclusion plan that considers
  - Conference Hub organisation and promotion
  - General conference attendance
  - Other roles within conference (co-chairs, welcome)
  - Engagement with conference presentations (particularly activity-based sessions)
  - Communication (e.g., easy English information)
- Revision of 2021 conference Easy English guides
- Promote Hubs and identify and support facilitating organisations
- Work closely with the 7 ASID Divisions (NSW/ACT, Victoria, Tasmania, Queensland, South Australia, Western Australia and Aotearoa/New Zealand) to assist each division to enhance their inclusion of people with intellectual disability
  - as divisional committee members
  - within the conference
  - as attendees of divisional activities (e.g., workshops, webinars, social events)
- Prepare, and present to the Board, a report following the 2022 Conference, detailing the planning, implementation and success of the Hubs and other inclusion-related activities