

POSITION DESCRIPTION



Position Title: SWASH Recruiter
Work Level: Administrative
Reports To: Team Leader, LGBTQ+ Women's Health & CHPO, LGBTQ+ Women's Health
Direct Reports: This position does not have any employees reporting into it

Position Overview

During the Mardi Gras period, ACON conducts the Sydney Women and Sexual Health (SWASH) Survey, and employs a number of staff on a casual basis throughout the period to conduct this work.

About the Sydney Women and Sexual Health (SWASH) Survey

Running since 1996, this unique study of lesbian, bisexual and queer (LBQ) women examines sexual behaviour, sexual health, drug use and other health issues, presenting one of the most comprehensive data sets on LBQ women's health in Australia, and probably the world.

Main Activities

ACON requires friendly, professional people to approach women at a variety of gay venues and events throughout the Mardi Gras period and invite them to complete a SWASH survey. Events take place across Greater Sydney, including but not limited to: Chippendale, Blacktown, Centennial Park, Parramatta. Staff need to understand the survey and be able to easily explain it to potential participants. Full training is provided.

Key Responsibilities include:

- Attending required SWASH Recruiter training.
- Submit all ID and proof of vaccination documents in the required period.
- Attending rostered shifts making contact in advance where possible if unable to attend.
- Committing to availability to work at Fair Day, on 15 February 2026.
SMS Coordinator at the beginning and end of each shift.
- Carry the crisis contacts card and provide support information to survey completers if needed.
- Refer any respondent questions to the appropriate staff member.
- Complete weekly timesheets.
- Inform the supervisor when supplies are running low.
- Maintaining privacy and confidentiality of completed SWASH survey responses and ensure secure handover of completed surveys to shift supervisor.
- Approaching as many people as possible to complete SWASH survey when on shift.
- Being aware of own biases when approaching people (try to ensure a broad representation of LGBTQ women's community in respondents, including members from diverse cultural backgrounds, including Aboriginal and Torres Strait Islanders, and older LGBTQ women).
- Explaining who the desired SWASH survey respondent is clearly (women, trans and cis, who are lesbian, gay, bisexual, queer, not-heterosexual). E.g. If "woman" is any part of your identity – either all of it or just part – we encourage you to take the survey.

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Selection Criteria

Essential:

1. Effective communication skills.
2. Comfortable approaching community members at LGBTQ+ venues and events.
3. Willingness to work at LGBTQ+ venues and events.
4. Ability to work shifts as required, especially Fair Day.
5. Strong work ethic.
6. Must attend SWASH Recruiter training.
7. Adhere to ACON and any venue Covid Safe policies and all ACON policies.

Desirable:

1. Prior experience successfully conducting the Sydney Women and Sexual Health (SWASH) Survey.
2. Previous experience in LGBTQ+ community-based research, outreach, or similar activities (paid or unpaid).
3. Recommended vaccinations against illness that may adversely impact ACON's communities.

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| APPROVED: Manager, ACON Cancer Program | SWASH Recruiter | Dec 2025 |
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