

Hub Leader Exchange Program

Role of hub leaders

Role

Participating hub leaders will host their exchange partner and visit their partner's hub for two blocks of three consecutive days between 27 April – 26 June 2026, reflect on their learnings and share feedback with Community Hubs Australia (CHA). Following the exchange, hub leaders will present their learnings to the national hubs network.

Eligibility

Note that this commitment requires the full support of the school in hosting and visiting as part of the exchange program. Before applying for this role, please check the statements below:

- ☐ I have discussed my intention to apply for the exchange program with my Principal and support coordinator (or in their absence, their equivalent).
- ☐ I am available to visit a hub for three consecutive days in the period 27 April – 26 June 2026.
- ☐ I am available to host my exchange partner while the hub's usual activities are running, for three consecutive days in the period 27 April – 26 June 2026.
- ☐ My hub has a range of activities across the four program areas of engagement, early childhood, English and vocational pathways.
- ☐ My hub will continue operating while I am absent, or activities can be rescheduled where necessary.
- ☐ I have capacity to take on the extra tasks and responsibilities associated with this opportunity.
- ☐ I am willing to share my reflections and learnings from the exchange experience with the national hubs network.

Responsibilities

The hub leader responsibilities include, but are not limited to:

- Keeping CHA informed of any changes to the ability to participate in the two blocks of the three-day exchange.
- Meeting with their exchange partner prior to the visits to co-plan a schedule for the two blocks of three days.
- Following any policies and procedures applicable to both schools.
- Welcoming their exchange partner to the school for three workdays and introducing them to the Principal, and any other key staff, including the business manager, wellbeing team and hub support.
- Spending three workdays with their exchange partner at their school, observing or participating in hub activities, conversations with hub participants, meetings with partner organisations, meetings with school staff, and any other day-to-day operations of the hub.
- Exchanging information and ideas with their partner during the two periods of exchange.
- After the visit, reflecting on the exchange program experience and sharing feedback with CHA.
- Sharing learnings from the exchange program with the national hubs network.