

**Macarthur Family** and **Youth Services**

***Supporting children, young people, families and***

***Communities to be the best they can be.***

Dear Applicant,

Thank you for expressing an interest in the Financial Counsellor fixed term employment contract till June 2021. This is a fixed term position for 12 months with the possibility of a contract extension.

Macarthur Family & Youth Services is looking for an enthusiastic, highly skilled and dedicated person to provide financial counselling at the centre and outreach to families residing in Campbelltown and Camden.

Please find enclosed a package of information, job description and selection criteria.

### The position is required under legislation to follow procedure checks in accordance with the NSW Child Protection (Working with Children) Act 2012.

### All applicants selected for interview will need to provide:

### Current Working with Children Check number

### Original qualification certificates

### Proof of identity (100 points ID) including drivers licence

### Police criminal history check

### Vehicle comprehensive insurance and registration

### Prepared to sign relevant declarations and consent forms.

### Please be prepared to provide details of three referees, which must include your most recent supervisors, only referees of the preferred applicants will be contacted.

Applications must address the **selection criteria** and provide their **current resume** to be considered for an interview.

To receive the information package and selection criteria please contact the administration team on: 02 4620 4667

Enquiries: Veck Apostolovski phone: 02 4620 4667

Please send your application by email to: veck.a@mfys.org.au

Applications must be received by close of business 10 June 2020.

We look forward to receiving your application.

Yours Sincerely

Veck Apostolovski

Director

Macarthur Family & Youth Services