

Title:	APO NT Community Sector Coordinator - NT Generational Strategy
Classification	Level 4
Salary	\$100,017 to \$112,570 per annum (depending on qualifications & experience)
Reports to:	Manager – Policy/Research
Work Unit:	APO NT
Work Location:	Darwin Office
Work Hours:	Full-Time
Duration:	Fixed Term – 12 months

About AMSANT/APO NT:

AMSANT is the peak body for Aboriginal Community Controlled Health Services in the Northern Territory and advocates for equity in health, focusing on supporting the provision of high quality comprehensive primary health care services for Aboriginal communities. APO NT is an alliance of AMSANT, CLC and AHNT. AMSANT auspices APO NT funding and staff under arrangement and direction from the APO NT Governing Group.

Primary Objective:

The position is focused on leading the Children and Families Tripartite Forum Community Sector partners' Generational Strategy response, including developing sector input into the development of the Generational Strategy.

The position will support the Community Sector members of the Children and Families Tripartite Forum (APO NT, NTCOSS and NAAJA) by leading their collective input into the development of the Generational Strategy through the Generational Strategy Working Group of the Forum. The position will work closely with the Community Sector Generational Strategy Policy Officers and as directed with other NGOs who work in this area.

Responsibilities:

1. Facilitate and manage input by the Community Sector partners into the Generational Strategy, including coordinating the inclusion of input from the Community Sector Generational Strategy Policy Officers, into joint positions to submit to the Working Group
2. Coordinate the Community Sector partners' participation in and responses to Working Group processes and meetings
3. Identify and document policy issues of concern to the Community Sector partners
4. Facilitate engagement between the Community Sector partners and relevant NTG and Commonwealth agencies such as Territory Families, the Department of Health and Department of Social Services.
5. Advise and receive direction from the Community Sector partners Generational Strategy steering committee
6. Other related duties as required by the Policy Manager

Selection Criteria:

Essential

- **Qualifications:** Tertiary qualifications in the health, social sciences, political science, law or similar relevant work experience

- **Stakeholder Engagement:** Demonstrated capability in cultivating productive working relationships and networks with internal and external stakeholders
- **Communicates with Influence:** Well developed interpersonal skills and demonstrated achievement in preparing reports for diverse audiences
- **High level written and oral communication skills** including presentation and engagement skills; and demonstrated ability in research and analysis, and preparation of reports, submissions and discussion papers in a timely manner
- **Problem-solving:** Ability to quickly identify and understand issues and think strategically and independently to find innovative solutions
- **Project management:** Demonstrated experience in project management, including an ability to work autonomously and to coordinate the input of others to the project; and the ability to effectively balance competing priorities and deadlines

Desirable

- Understanding of the Aboriginal community-controlled sector in the NT
- Experience in the community controlled sector

Appointment Factors: (Appointment is subject to)

- Willingness to undergo a Police Check
- Ability to obtain a Working with Children's Clearance
- Current Driver's Licence

What We Offer:

- An Aboriginal community-controlled peak body that encourages work/life balance
- Attractive salary packaging benefits
- An inclusive and multi-cultural work environment
- Personal development opportunities

If you are passionate about contributing to the health and wellbeing of Aboriginal people and communities, take this opportunity to make a difference.

How to Apply

Applicants must address the selection criteria in the cover letter and provide a current CV and contact details for 2 referees. For a copy of the job description and to apply online please visit www.amsant.org.au. Please send your application to hr@amsant.org.au.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

Application Deadline is on **29th of October 2020**.