



## SENIOR SEWING TRAINER

**Community Support Services (CSS)** is on the threshold of exciting new developments. Growing our sewing social enterprise **Stitch the Gap**, which equips women who face multiple social, economic and cultural barriers to employment with commercial sewing skills and machines, creating pathways to self-employment and paid work with **Camilla** and other industry partners. Providing women with the opportunity to gain the knowledge and skills required to establish a successful micro businesses in the sewing industry.

We are looking for a **Senior Sewing Trainer** to lead a team of 4 sewing trainers to deliver the our beginner, intermediate and advanced sewing programs as part or our **sewing social enterprise: Sew Good** is a learn-and-earn employment collaboration with the **Camilla** fashion brand and **Stitch The Gap** – an extension of **Sew Good** - is a **work-integrated social enterprise** that equips women with in-demand industry skills and experience, including tailoring, patternmaking, and embroidery. Refining existing sewing skills to create garments, bags, cushions, scarves, throws using repurposed fabric. Participants earn income through **CSS-facilitated sales channels: our shop, online marketplaces, industry and business collaborations with Thread-Together, Camilla and Global Sisters.**

**Primary purpose of position:** This role focuses on leading a team of 4 sewing trainers, building participant’s sewing skills to a commercial standard, fostering confidence and readiness for employment or self-employment opportunities. This position provides a chance teach a diverse group of participants with beginner, intermediate and advanced sewing skills – teaching them to make patterns, create designs using new and recycled fabrics, understand the clothing production process – meeting the commercial requirements of fashion and retail industry partners.

**Reports to:** Chief Executive Officer  
**Location:** On-site - Office Level 1 85-87 North Terrace, Bankstown  
**Work Hours:** 15 hours a week  
**Commitment:** Permanent Part-Time with 3 months probation

**Date posted:** 22<sup>nd</sup> September 2025  
**Apply by:** 17<sup>th</sup> October 2025  
**Email to:** [hello@cssvillage.org.au](mailto:hello@cssvillage.org.au)  
**Subject Line:** Application for Senior Sewing Trainer



## **KEY RESPONSIBILITIES:**

### **Teaching & Training**

- Plan and deliver high-quality sewing classes across beginner, intermediate, and advanced levels.
- Instruct participants in industrial sewing machine use, garment construction, tailoring, patternmaking, finishing, pricing, and product marketing.
- Adapt training approaches to suit diverse learning needs, including language barriers.
- Foster participant confidence, creativity, and readiness for employment or enterprise.

### **Team Leadership**

- Lead and mentor a team of 4 sewing trainers, supporting effective class delivery.
- Contribute to curriculum development and continuous improvement of training programs.
- Coordinate training schedules and ensure consistency across classes.

### **Program Support & Administration**

- Maintain a safe, organised, and welcoming sewing workshop environment.
- Monitor and track participant progress through informal assessments.
- Record attendance, assist with intake and exit interviews, and contribute to reporting.
- Support collection of participant outcomes and success stories for project evaluation and promotion.
- Oversee workshop equipment, including maintenance and ordering supplies.
- Collaborate with mentors, volunteers, and industry partners to support participant pathways to work experience, employment, and enterprise.

## **QUALIFICATIONS AND EXPERIENCE REQUIRED**

- Certificate III in Clothing Production, Fashion Design, or equivalent industry experience.
- Minimum 3–5 years' commercial or professional sewing experience.
- Experience delivering practical, skills-based training to adults (experience with CALD and refugee women highly regarded).
- Demonstrated experience leading or coordinating a small team of trainers or volunteers.
- Current Working with Children Check and National Police Check (or willingness to obtain).
- Basic proficiency in Microsoft Office (attendance, reporting, and communication).



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## SKILLS & ATTRIBUTES

- High-level sewing skills including experience with industrial sewing machines and garment construction and finishing.
- Experience teaching or coaching adults in a practical skills environment.
- Team leadership skills with the ability to support, guide, and coordinate trainers.
- Ability to lead a team to plan and deliver sewing curriculum.
- Ability to adapt training styles to accommodate language barriers and diverse learning needs.
- Strong interpersonal skills with a focus on empathy, patience, and encouragement.
- Cultural sensitivity and commitment to diversity and inclusion.
- Strong organizational skills and attention to detail.
- Understanding of enterprise and small business basics (pricing, marketing, selling products) is desirable not essential.

## ABOUT COMMUNITY SUPPORT SERVICES - CSS VILLAGE

**Community Support Services** is a non-profit social enterprise that takes a pro-active approach to empower marginalized women and families with the tools to 'thrive'. Through our services and training programs, we help everyone in our "Village" be part of the community, and build a better future for themselves and their families.

Since 2018, CSS has helped support approximately 13,000 community members and works with over 45 volunteers each year to enhance social, educational, economic and environmental outcomes. This is achieved through the following programs:

- **Sewing Learn and Earn Social Enterprise (*Stich the Gap and Sew Good*)**: a work-integrated social enterprise in partnership with Camilla and other fashion industry collaborators. Participants gain commercial sewing skills—including tailoring, patternmaking, and embroidery— making and selling products made from upcycled fabric through sales in our shop, online marketplaces, and industry collaborations.
- **Circular Economy Social Enterprise**: Our Village Pantry & Shop repurposes food and clothing, furniture through partnerships with Thread Together, ReLove, OzHarvest, Secondbite, Foodbank —providing affordable/free essentials to those in need while reducing waste.



- **Education & Training:** Workshops in parenting, wellbeing, business coaching, and digital/financial/English literacy for all ages, including volunteering opportunities for over-55s.
- **Employment & Social Support:** supporting people in crisis with vouchers, coaching, counselling, and pathways to employment.

***At our workplace, your talent can be challenged, and your efforts recognised as well as rewarded. Employing fantastic people is what we do, so come and join the fun!***

## **BENEFITS OF WORKING WITH CSS**

As a part of the friendly and vibrant CSS Village team, you'll have the opportunity to:

- Work with a dedicated team of staff and volunteers with a vision to empower women and families through a variety of impact focused projects
- Attend free upskilling courses
- Enjoy staff discounts for purchase of items offered in the CSS Village Pantry and Shop
- Work with well-known sustainable fashion industry enterprises like Camilla, Thread Together, Social Outfit.
- Meet people from diverse cultures and do meaningful work alongside like-minded people
- Utilise your skills and talents to help others.

By supporting our initiatives, you can help many women achieve social and economic independence.

***Don't just make a living - make a difference!***