



SENIOR ENGAGEMENT CONSULTANT

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| Position Title: | Senior Engagement Consultant |
| Reports to: | Director Communications |

Cultural Perspectives is looking for an experienced, highly motivated and dedicated Senior Engagement Officer to join our Sydney-based team in a full-time position.

About Cultural Perspectives

The Cultural Perspectives Group has been operating since 1994, as sector leaders in research, engagement and communicating with culturally and linguistically diverse (CALD) and Aboriginal and Torres Strait Islander communities in Australia. Today it comprises of three business divisions dedicated to connecting with diverse communities in Australia through delivering continued high-quality research, successful engagement, and effective multicultural campaigns.

We are marketing, communications, community engagement and research experts helping our clients connect and engage with the fastest growing markets in Australia. Our focus is on connecting people, communities and organisations through diverse perspectives, to governments, civil society and the corporate sector, ensuring the culturally safe exchanges of information, stories and experiences.

We are guided by our mission, vision and values statements, that steer our inclusive, human centred and collaborative approach. Our approach is the key to successful projects and outcomes, that are community based.

About the team

Community engagement is part of Cultural Perspectives' core business. We pride ourselves in being able to connect clients directly with diverse communities using our strong community links with diverse communities across Australia. Cultural Perspectives carries extensive experience engaging with culturally and linguistically diverse communities, as well as a team of International Association for Public Participation (IAP2) certified engagement professionals.

Our team has planned and implemented high level engagement strategies that achieve effective and long-lasting relationships for government, community, and the corporate sectors. We have



maintained a respected reputation throughout diverse communities and a high ethical standard for more than 30 years for community engagement. Our work spans across multiple policy contexts including:

- Aged care
- Disability
- Domestic and Family Violence (DFV)
- Digital Health and Literacy
- Education and Training
- Health
- Mental Health
- Multiculturalism
- Sports and Recreation
- Transport
- Work and Employment
- Youth Engagement

Cultural Perspectives believe co-design and stakeholder input is best practice to creating the most effective outcomes. We identify and implement the most appropriate level of engagement and participation to ensure buy-in and support, close the feedback loop, and build ongoing support and sustainability for client-community relationships.

We have a long history of dealing with sensitive issues within diverse communities and working with clients to improve access and equity for all communities.

About the role

Engage

- Independently plan, coordinate and deliver consultations with stakeholders, community members and clients.
- Produce, structure and lead delivery of engagement activities as part of a broader communication and engagement campaigns (working closely with our Communications team). Ranging from:
 - Leading the coordination of interstate ethno-specific or multicultural events
 - Supporting with stakeholder engagement
 - Supporting with community/stakeholder ambassador programs
- Develop high quality engagement plans and execute in partnership with stakeholders and community.

- Facilitate small to large group discussions ranging from interviews, focus groups, workshops and roundtables

Analyse

- Undertake demographic and literature reviews to produce community profiles/inform strategies and plans.
- Independently conduct analysis of consultation outputs and prepare high quality written reports and verbal presentations.

Build

- Leading the development of responses to government tenders and consultancy requests, designing engagement methodologies to meet objectives and preparing detailed written proposals/responses as a part of this:
 - Including conceptual development, methodology and budgeting.
- Proactively foster and strengthen relationships with community partners and identify new partnership opportunities.
- Work closely with clients in reviews of their organisation capacity to engage within cultural frameworks and inclusive environments.
- Design and deliver programs/strategies/frameworks on culturally appropriate, inclusive and intersectional engagement.

Client and team support

- Managing Engagement projects including Engagement components of communication campaigns. Being responsible for the:
 - Allocation of staff to projects
 - Monitoring work volumes
 - Overseeing performance of staff
 - Managing budget/profitability and results
- Maintain strong communication with clients and internal teams to ensure projects stay on track and meet deadlines.



Leading Engagement business development

- Including partnership opportunities
- Collaboration opportunities
- Sponsorship opportunities
- Maintain efficient use of company project and financial management systems.

Selection Criteria

To apply for this position, please review the selection criteria below. As part of your application, we ask that you respond to the Essential Criteria individually.

Essential criteria

- 3+ years proven production experience within the area of diversity and inclusion (includes engaging with CALD sector, multicultural affairs, diversity practice, social justice).
- Excellent verbal, written, presentation and cross-cultural communication skills for:
 - Reporting
 - Business development (proposal/quotes)
- Exceptional interpersonal and culturally informed skills and an ability to work with a broad range of people from a variety of backgrounds and experiences
- Very strong organisational skills, with the ability to manage several projects and tasks concurrently with tight deadlines, with the capacity to work under pressure.
- Strong understanding of community demographic data and ability to compile community profiles
- Experience using and navigating project management systems/tools and financial management tools
- Availability to travel within Australia occasionally, as required
- Most importantly – be excited to learn new things and explore new opportunities!

Desirable:



- Being from a culturally and linguistically diverse background or Aboriginal and Torres Strait Islander background.
- Experience in organisational strategic planning and engagement certification (IAP2 – International Association for Public Participation).

Qualifications:

- Undergraduate or post-graduate studies in Community Development/Social/Public Policy (or similar).
- Applicants need to have the right to work in Australia.
- You may be required to obtain a Working with Children's check and/or National Police Check

For all enquiries, please contact Rea Singh, Director – Communications and Engagement at rea@culper.com.au, with the subject line Enquiry: **Senior Engagement Consultant**.

Applicants with a disability and those from a culturally and linguistically diverse or Aboriginal or Torres Strait Islander background are strongly encouraged to apply.

At Cultural Perspectives, we provide our employees with excellent working conditions, a modern, respectful, collaborative culture, ongoing support and flexible work arrangements.

How to Apply

To apply for this position, please email Jess Willis a cover letter addressing the selection criteria requirements and a recent CV at jess@culper.com.au, with the subject line Application: **Senior Engagement Consultant**.

This position will be open until it is filled, but preference will be given to applications received before 5pm. Friday, 27th March.

Applications that do not address the selection criteria will not be assessed.

Please note that only shortlisted applicants will be contacted.