

Position: Senior Project Officer Our Future

NPYWC Program: Tjungu Team

Employment Details: Full Time (38 hours per week), Fixed term until 30 December 2027

Location: Alice Springs, with regular travel to other NPY Communities

Base Salary: \$104,073.34 - \$112,403.95 per annum (negotiable based on experience), plus 12 % superannuation) and additional benefits

What we do:

We are an Anangu-led organisation, governed by women's law, authority and culture. We deliver health, social and cultural services for all Anangu.

Our Values:

We believe in the strength of Anangu people, culture, and the collective agency of women. We are dedicated to delivering more and better choices for our communities. We are committed to Malparara way – a cross cultural practice framework specific to NPYWC that respects the contribution Anangu and non-Indigenous people, working alongside each other, bring to the organisation

We are a trauma-informed organisation and this guides our work.

Your Team:

The Tjungu (together) team provides support, advocacy and case management to ngaltutjara tjuta – people with disabilities, elderly people, and their carers & families.

Tjungu was chosen as the title for the program to reflect the fact that aged, disability and mental health issues often overlap and require workers and families to meet these challenges together.

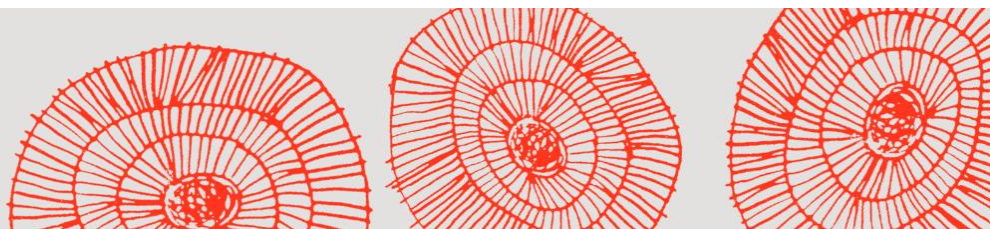
Tjungu philosophy and principles support the rights of older Anangu people and people with disabilities to live in their community so that family and relationships can be maintained and spiritual and physical connections with country are continued.

Your Role:

Our Future is funded by the Department of Health, Disability and Ageing through an Information, Linkages and Capacity Building Reform grant.

The Our Future project focuses on:

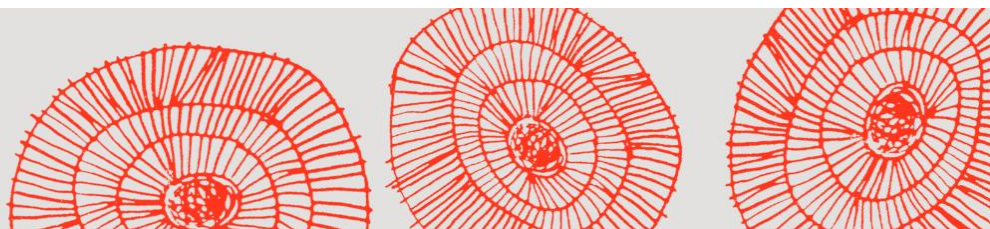
- Co-design and co-deliver future-proofing workshops on key transition points for high school students with intellectual disability as they move into adult life.
- Deliver future-proofing workshops for families of people with intellectual disability and invite them to peer support events that explore topics of interest in greater depth.
- Partner with SACID and Inclusion NT to adapt future-proofing content and concepts for First Nations communities, ensuring cultural safety and relevance.



- Through this work, SACID, Inclusion NT and NPY Women's Council will begin developing a model for delivering general foundational supports across communities and geographic regions.
- Under the grant agreement, project activities are intended for people with intellectual disability, including the following priority cohorts:
 - People living in rural and remote areas
 - Aboriginal and Torres Strait Islander people
 - Women
- NPYWC will deliver project activities across the NPY region of Central Australia, including remote areas of South Australia and the Northern Territory.

Your Responsibilities:

- Liaise with NPYWC staff, health services and other relevant agencies to coordinate referrals and strengthen knowledge of service pathways for young people with disability.
- Work in a malparara partnership with an Anangu / Yarnangu Support Worker.
- Support young people in NPY communities with disability through workshops, bush picnics and discussion groups involving them and their families.
- Provide, or ensure the provision of, accessible information about available support options.
- Develop and update culturally safe, accessible information resources for young people with disability, families and communities.
- Refer young people with disability and carers to other NPYWC services and external agencies as required.
- Maintain a client database and accurate records as required by the Service Agreement.
- Maintain confidentiality of client and workplace information at all times.
- Identify and document service gaps.
- Attend project meetings.
- Evaluate project activities and collect and provide timely data as requested by SACID.
- Provide regular project updates to support SACID's progress reports to the Department, including financial acquittals.
- Escalate emerging risks, including issues affecting budget or timeline, to your manager for discussion with SACID.
- Facilitate the involvement of people with disability in all aspects of the project, as appropriate.



Skills and Experience:

- Experience working with Aboriginal and Torres Strait Islander people
- Demonstrated experience in project coordination, community development or disability service delivery.
- Experience facilitating workshops, group activities and community engagement initiatives.
- Ability to build and maintain effective relationships with community members, service providers and key stakeholders.
- Experience preparing reports, maintaining records and collecting data for funding and reporting purposes.
- Strong organisational skills with the ability to manage competing priorities and meet deadlines.
- Demonstrated understanding of person-centred and strengths-based approaches when working with people with disability and their families.
- Ability to work independently and as part of a multidisciplinary team.

Qualifications:

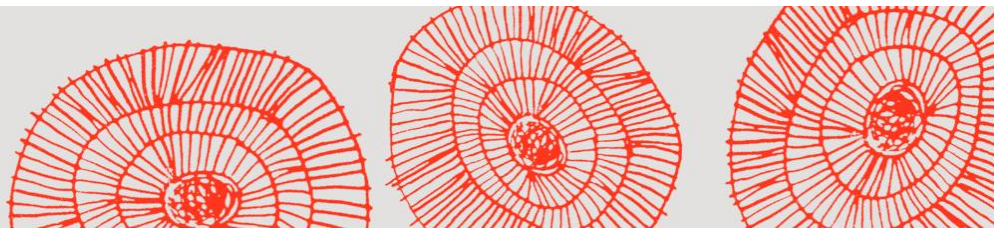
Relevant tertiary qualifications and/or substantial experience in disability services, community development, human services, project management or a related field.

Remuneration:

- \$104,073.34 - \$112,403.95 per annum
- 12 % Superannuation
- Generous Leave Entitlements
- Salary Packaging Benefits
- Retention Bonus

Employment Conditions:

- Work in a manner consistent with NPYWC Values, Code of Conduct, Rules and advocacy positions.
- Follow and work within NPYWC policies and procedures.
- Be responsible and accountable for your own and others health, safety and wellbeing.
- If applicable, the employee will provide the highest standards of service to clients at all levels by modelling service excellence that meets the needs of clients and enhances the profile of NPYWC.
- Some positions will require working in remote communities for extended periods and out of hours' work requiring overnight absences.
- Remote positions include accommodation. Usually this is stand-alone accommodation, however from time to time, based on accommodation and service delivery demands, this situation may change and staff may be required to co-share a NPYWC leased or owned property.



- Every employee is required to have (or willing to obtain) a current and valid criminal history check, and if applicable, a Working with Children Check.
- We require all staff to have a current Australian driver's licence.
- A current First Aid certificate or a willingness to undertake training.
- Experience in operating a manual 4WD vehicle or a willingness to undertake training.
- A good level of health and fitness that matches the requirements of the role. If so required by NPYWC you may be required to undergo a pre-employment medical assessment.

We are committed to building a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.

All information will be held in the strictest of confidence.

To find out more about this position, please contact Kim McRae, Tjungu Manager, on 08 8958 2360 or visit <https://www.npywc.org.au/jobs/> for more information about the role and what it's like to work for us.

ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION

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Employee Name (Please Print)

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Employee Signature

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Date