



Office of Senator Lidia Thorpe

Senator for Victoria

POSITION DESCRIPTION

Event Manager

Office location:	Wurundjeri Country, Melbourne
Role Classification:	Electorate Officer B
Salary:	\$88,160.00 pro rata
Allowances:	ESA 6 \$13,933 p.a.
Total package:	\$66,829.00 p.a, plus 15.4% superannuation
Position type:	Part time 0.6 FTE contract for 12 months, with possibility of ongoing. Please note that this is an identified role for an Aboriginal or Torres Strait Islander person
Travel:	Travel within Victoria several times a year; interstate travel might be required from time to time
Anticipated start date:	late August
Applications due:	Midday, 24 July 2026 (See below for how to apply)

ABOUT THE ROLE

Senator Lidia Thorpe is seeking a passionate and engaged person Aboriginal or Torres Strait Islander person to join her team in the role of Event Manager based at her Electorate Office in Melbourne.

The Event Manager is a dynamic and engaging role, responsible for coordinating and organising Senator Thorpe's community engagement events, including those of her Truth and Justice tour, as well as events in parliament.

This role is a unique opportunity to work with an independent Blak Senator representing the Blak Sovereign Movement to advance First Peoples, social and environmental justice, and human rights, while engaging closely with First Peoples communities and the broader community.

This is an identified role for Aboriginal and Torres Strait Islander peoples.

PAY AND CONDITIONS

The position is offered under the *Members of Parliament (Staff) Act 1984*, and employment conditions are outlined in the [Commonwealth Members of Parliament Staff Enterprise Agreement 2024-27](#).

The position is part time and offered at an Electorate Officer B classification with a salary of \$88,160 per annum, and attracts 15.4% superannuation in addition to salary. The role also attracts an additional Electorate Staff Allowance of \$13,933 per annum, in recognition of reasonable additional hours of work and travel outside of usual business hours.

Ad-hoc training and ongoing professional development is available as part of the Enterprise Agreement and is actively encouraged.

This position is a one year, part time contract from commencement, with the potential for ongoing employment. It is an identified role for Aboriginal and Torres Strait Islander peoples.

Staff may be subject to automatic cessation triggers in accordance with Section 14 of the MOP(S) Act.

The successful applicant will be required to comply with their obligations under the [Behaviour Codes and Standards](#).

KEY WORK AREAS

- Event planning
- Event implementation and evaluation
- Campaign support
- Team support

PERSONAL QUALITIES

- Strong sense of justice
- Flexibility, creativity, empathy and initiative
- strong cultural competency, and a proven ability to work closely and respectfully with First Peoples communities
- Enthusiasm and self-direction
- Ability to work effectively and amicably under pressure
- Respect for sensitive and confidential information
- Ability to work closely in a tight-knit team

SELECTION CRITERIA

- A strong commitment to First Peoples, social and environmental justice and human rights
- Strong organisation, prioritisation and time management skills
- Experience in event and project management
- An understanding of the political, social and organisational environment in which the Senator's office operates, including the impacts of ongoing colonisation of this country
- Demonstrated ability to work with stakeholders and communities
- Demonstrated high level interpersonal, communication and liaison skills
- Ability to work collaboratively as part of a small team under time constraints, competing priorities and other pressures

- Experience working in a political, community or campaigning organisation
- Desirable: an understanding of parliamentary procedures and processes

If you feel you meet most, but not all, of the selection criteria, please don't be discouraged from applying.

This is an identified role for Aboriginal and Torres Strait Islander peoples.

HOW TO APPLY

To apply, please provide:

- A cover letter (maximum 1 page) noting your motivation to apply and why you'd be a good fit for the role
- Responses to the selection criteria (dot points or short responses are fine)
- Your CV (maximum 3 pages) or a link to an online résumé

All these application documents should be submitted as one PDF file.

Applications should be sent through the Ethical Jobs portal or sent via email using the subject line: Application – Event Manager to anica.niepraschk@aph.gov.au

Applications close midday, Monday 24 July 2026.

For more information or a confidential discussion, please contact anica.niepraschk@aph.gov.au

Please note

- All employees are expected to sign a confidentiality, social media, and code of conduct agreement prior to the commencement of their employment.
- A probationary period of 3 months will apply.
- The successful applicant may be required to undergo a National Police History Check.
- Staff may be subject to automatic cessation triggers in accordance with Section 14 of the MOP(S) Act.
- The successful applicant will be required to comply with their obligations under the [Behaviour Codes and Standards](#).

The Office of Senator Thorpe encourages applications from any interested and qualified Aboriginal or Torres Strait Islander people.

We don't discriminate on the basis of sex, age, religion, sexual orientation, disability, gender or any other identity.