

Position: – Youth Services Coordinator

NPYWC Program: Youth Team

Employment Details: Full time – fixed term for 12 months

Location: Alice Springs – with extensive travel to remote communities within the NPY region

Base Salary: \$109,016.82 - \$117,743.14 per annum (negotiable based on experience) with additional benefits

What we do:

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

Our Values:

We believe in the strength of Aangu 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 Aangu 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 NPY Women's Council Youth Service works with children and young people aged 10-25 and their families. Our service model consists of the following: case management, leadership and education, youth diversion and recreation as well as advocacy and collaboration.

The main activities of the NPYWC Youth Program are to:

- Work with young people and their communities to provide enjoyable, educational recreation activities.
- Provide case management support to young people and their families using a family orientated client centred framework.
- Advocate for better resourcing and support where there are gaps in services and programs for young people, advocate for social change.

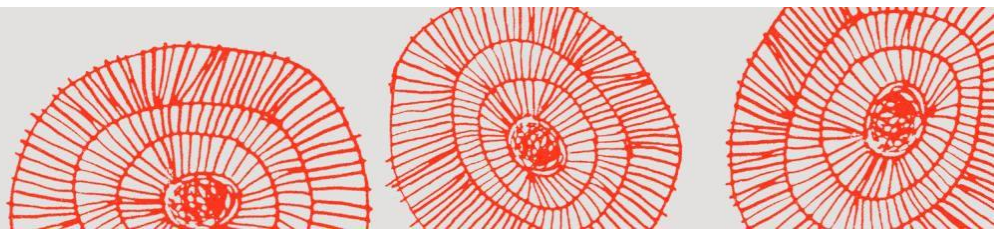
Your Role:

The Youth Services Coordinator oversees a portfolio of remote community youth programs and related projects, working with the support of the Youth Services Manager and Assistant Manager.

The role provides direct supervision and support to Youth Development Officers, Aangu support workers and other youth services staff within the portfolio, including oversight of case management practice.

Working with Aangu communities across allocated communities, the Coordinator leads the development, implementation and review of programs and strategies addressing the recreational, social and emotional needs of youth.

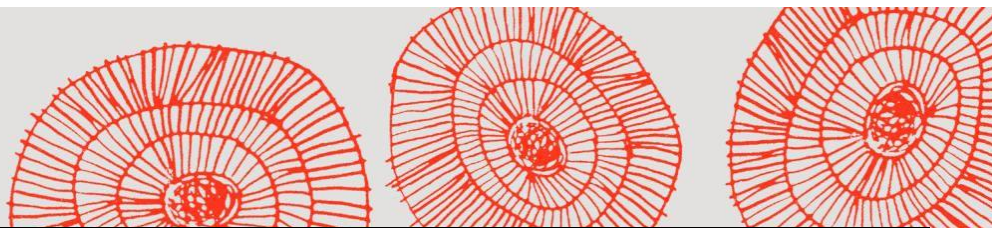
Coordinators work collaboratively across the youth team, throughout the tristate region NPY Women's Council operates within.



- Develop specialised projects to meet the needs of young people across the NPY region.
- Develop local staff to deliver the programs.

Your Responsibilities:

- Coordinate the effective and efficient delivery of youth programs and services within your portfolio, including case management, education, recreation, advocacy and other social services.
- Ensure allocated programs and projects meet required Outcomes, KPIs and Outputs.
- Provide Youth Development Officers, Anangu Support Workers and Project Officers within your portfolio with the support, supervision and development they need to be effective in their roles.
- Lead the Youth Program in a way that builds staff dedication and accountability to our members, consistent with NPYWC's guiding principles.
- Oversee the development, implementation and review of projects and initiatives within your portfolio and across the youth team, including special projects as required.
- Participate as a senior member of the team in program design, planning and gap analysis, contributing to broader team development.
- Submit funding performance reports, ensure accurate data collection from your team, and contribute to funding submissions and other reporting (Directors' meetings, AGMs, conferences, external bodies) as required.
- Identify service gaps within your portfolio and advocate internally and externally to address them.
- Assist the Youth Services Manager and Assistant Manager to manage budgets that cross over with other operational services delivered by the team.
- Facilitate and review annual community action plans and other planning processes relevant to your allocated communities and programs.
- Follow and manage the after-hours response policy and procedures as reasonably required.



Skills and Experience:

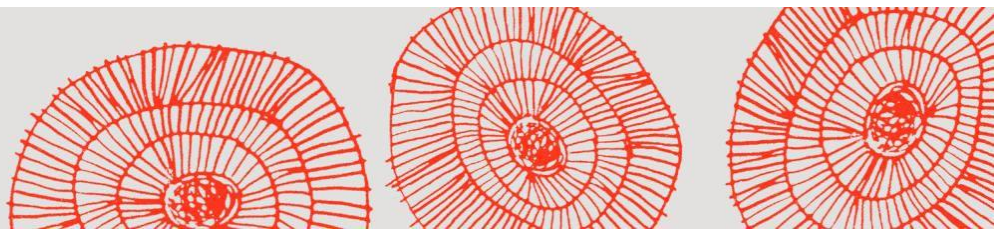
- Demonstrated experience and knowledge of supervising and mentoring of staff, ideally with youth.
- Demonstrated experience/track record of achieving outcomes/success in a variety of contexts.
- Experience and knowledge of how to work with young people, preferably having worked in youth work setting.
- Experience in working within a community development framework.
- Demonstrated ability to develop good working relationships across a range of sectors and in a variety of settings.
- An understanding of the issues that affect Aboriginal people in remote communities.
- Ability to work in a cross-cultural environment with clients, members, and staff from various backgrounds, including working in partnership with Anangu and taking direction from Anangu Management.
- Good written and verbal communication skills across diverse groups, from Anangu communities, staff and management to government and other non-government agencies.
- Ability to work co-operatively in a team and also with minimal supervision including being able to plan and use time effectively.
- Willingness to travel to remote communities for extended periods of time.
- Experience in the development and implementation of projects and policy.
- Understanding of vicarious trauma and worker self-care.
- A high level of resilience in order to meet the demands of a complex remote work setting.

Qualifications:

- Qualifications and / or extensive experience in people management preferably in a remote, youth work, casework, community development, related human services setting.

Remuneration:

- Base Salary: \$109,016.82 - \$117,743.14 per annum (negotiable based on experience) per year
- Plus 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 most remote based and travelling 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.

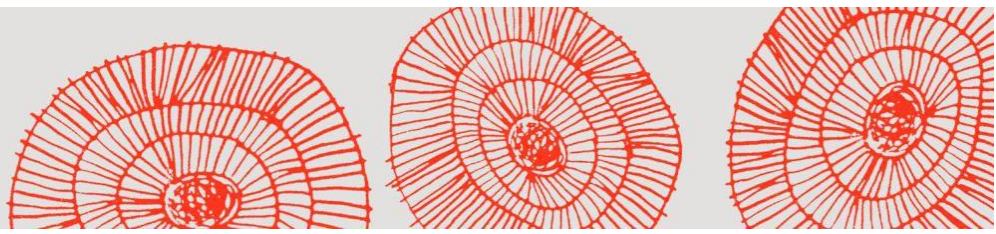
We are committed to building a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.

All information will be held in the strictest of confidence.

To find out more about this position, please contact Dan Broadbent, Youth Services Manager dan.broadbent@npywc.org.au visit <https://www.npywc.org.au/jobs/> for more information about the role and what it's like to work for us.



Ngaanyatjarra
Pitjantjatjara
Yankunytjatjara
Women's Council



APPROVED COPY

Signed 

Date: August 2026

YOUTH SERVICES MANAGER

ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION

Employee Name (Please Print)

Employee Signature

Date

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