



ARDS
ABORIGINAL
CORPORATION

LANGUAGE CENTRE - YOLŲU RADIO - COMMUNITY CONTROL

Position Description

Position title	: Co-CEO
Reports to	: Board
Employment type	: Part Time (up to 20 hours per week)
Location	: Nhulunbuy or Darwin
No. of direct reports	: None
Date	: September 2026
Approved by	: Board
Salary band	: Above Award

Position Purpose

The purpose of the Co-CEO is to support the Board, CEO, Djägamirr and staff to implement the ARDS-ku buyu' (see attached), to partner with the CEO in key decisions, to deputise for the CEO when appropriate and to ensure that ARDS functions as a 'both-ways' organisation in keeping with our vision.

About ARDS

ARDS' purpose is to increase YolŲu control of all aspects of YolŲu life, through equal and genuine access to information, resources and decision-making. This is done through five service delivery areas of the organization:

- **Community Development & Empowerment** - under the guidance of local Ųalapal (elders), we work to strengthen local capacity, confidence and control in areas such as health, social and emotional wellbeing, and parenting and families. We assist YolŲu families and communities to navigate and negotiate with government and dominant culture institutions. We develop ways for YolŲu and Balanda systems to work together.
- **Law and Justice** - we work to ensure that YolŲu Rom (law and culture) is respected and recognised by dominant culture institutions. Our work includes first language mediation services, supporting Law and Justice groups, community courts, youth diversion and restorative justice services
- **YolŲu Region Language Centre** - our team supports local language custodians in keeping language

strong. This includes through intergenerational language transmission activities, resource development, language documentation, translation, training and language advocacy.

- **Yolŋu Radio** - broadcasts to Yolŋu communities and homelands. We create a range of creative media products and activities that celebrate Yolŋu identity and strength and provide access to crucial information and stories in people's first languages.
- **Cultural Competency Training** - developed to meet the high demand for accessible and practical training for organisations and individuals working in East Arnhem Land, with ARDS offering a range of training formats to suit different organisational and personal learning needs

Aboriginal control and “Yolŋu Way First”

To maintain its impact, ARDS is committed to ‘both-ways’ practice at its core. The centrality of ‘Yolŋu Way First’ is maintained by the following:

- ARDS core values are called ‘ARDS-ku buyu’. The Board, staff and volunteers commit to these values.
- ARDS Board is Yolŋu; meetings are held in Yolŋu Matha and Yolŋu values guide the strategic direction of the organisation.
- All non-Indigenous staff must commit to learning Yolŋu Matha, to learning from Ŋalapal and Bāmara’, and to upholding the ARDS-ku buyu’.
- Most Senior Managers (Djāgamirr) are Co-Djāgamirr working in pairs: Yolŋu and non-Indigenous Co-Djāgamirr work alongside each other to lead each Division of the organisation.
- The CEO partners with the Co-CEO to implement the ARDS-ku buyu’ and the Strategic Plan. The Co-CEO is Bāmara’ for the CEO and guides the CEO in cultural knowledge, relationships and values. The CEO and Co-CEO demonstrate a ‘both-ways’ approach in their partnership. This includes joint attendance at key meetings and joint presentations to staff and stakeholders.

Responsibilities and Roles

1. **Support and Guide the CEO:** Meet regularly with the CEO as their Bāmara'. They will meet once a month for mutual support, planning, professional development (both-ways) and communication.

Bingga' dhe dhu ga nhina rom-ŋakaranharaw ga guṇṅga'yunaraw CEO-gu, ga bulu dhe dhu ga guṇṅga'yun ṇayaṇu-dālkum ṇanya.

2. **Cultural advice to ARDS:** Provide cultural advice and community liaison support to Djāgamirr and projects.

Guṇṅga'yun dhe dhu ga rom-ŋakaram nhä rom:

- Djāgamirriw mala ga project (djāma) mala

- Ga wiripu dhe dhu ga nurru-warryun (leading) ga bulu dhe dhu ga dhunuthunupayam rom mala gunga'yun djägamirriny ga djämamirriny.

3. Skilled support to projects: Provide skilled support to projects as appropriate e.g. facilitating meetings, meeting elders, Cross Cultural Training and translation support

Wiripu nhuṇu djäma Co-CEO-gu gunga'yun dhu ga buku-luṇ'maram ṇalapaḷmirriny meeting-gu wo CCT-w romgu ga bulu dhäruk-bilmaranharaw djämaw. Gunga'yun ga djäma ṇäthilmirriyam balanyaraw romgu mala.

4. Representing the organisation: Representing the organisation and the CEO at external meetings, attending external meetings in partnership with the CEO as appropriate.

Wiripu Co-CEO-gu djäma ṇunhi nhuma dhu CEO-yu guwatjman (visit) wanganyṇu wopitj or djäma mala dhe dhu ga rom-lakaram nhä ARDS-ku buyu' wo nhaltjan ṇuli ga ARDS djäma.

5. Staff Recruitment: Assist in the recruitment of senior staff, participate in interview panels or provide second interviews as required.

Ga wiripu Co-CEO-gu djäma dhe dhu ga larrum yuṭaw djämamirriw mala. ARDS-yu ṇuli ga djämamirriyam rrambaṇi Yolṇuny ga Balandany ga maḷṇ'maram yolṇuwal nhäthinya nhanṇu gakaḷ ga djämaw rom, interview yäku.

6. Mentoring staff: Provide mentoring and support to Yolṇu staff and senior non-Aboriginal staff.

Rom-lakaram ga marṇgi-gurrupan djämamirriny mala, ga gunga'yun yaka yan yolṇuny staff-nha ṇanydja gunga'yun ṇaraka-dälkum ṇalapaḷnha ṇäpakinydhi bili.

7. Staff induction and training: Assist in the induction of all new staff. Support staff training as required.

Ga bulu Co-CEO-gu djäma ṇayi dhu gunga'yun nurru-warryun training, leading bitjan, marṇgi-gurrupanawuy rom, yuṭany djämamirriny mala marṇgi-gurrupan gunga'yun.

8. Bämara' leadership: Ensure all non-Aboriginal staff are engaging with their Bämara' and ongoing cultural learning and that they maintain culturally safe practices.

Ga bulu Co-CEO-gu djäma dhe dhu ga malthun bämara ga rrambaṇi nhuma dhu goṇ-manapanmirr CEO djämaw romgu mala.

9. ARDS-ku buyu' focus: Monitor and support the implementation of ARDS-ku buyu' in all aspects of the organisation's work.

ARDS-ku buyu': ṇaraka-dälkum ga gunga'yun, marṇgi-gurrupan nhä rom ARDS-ku ga mala-djarr'yun ga malthun ARDS-ku yan buyuw'.

10. Board Reporting: The Co-CEO will provide a verbal or written report to each Board meeting.

Candidate requirements

The person appointed to this role will be recognised by Yolŋu communities as Ŋalapal and Elder. The person will be chosen by the Board.

This person will demonstrate the following skills and values:

1. Ability to work with spoken and written English and Yolŋu Matha.

Gakal ŋayi dhu ga Co-CEO-yu ŋayatham wukirrinyaraw ga rom-ŋakaram ŋäpaki'wurr dhärukurr.

2. Commitment to the ARDS-ku buyu'.

Ga yuwalk yan ŋayi dhu märr-nhirpanmirr Co-CEO ARDS-ku buyu' ga malthun ga ARDS-ku yan romgu.

3. Willingness to mentor and train others.

Ga ŋamaŋamayunmirr ŋayi dhu ga guŋga'yunaraw ga marŋgi-gurrupanaraw djämaŋmirriw mala.

4. Willingness to develop computer skills.

Wiripu computer-w gakal ŋayi dhu ga ŋayatham bäkiw Co-CEO-yu.

5. Consistent attendance during office hours.

Bitjan bili dhu ga dhunupay waluy djämalil marrtji.

6. Ability to show a disciplined approach to work. (Ralpa)

Ga mel-gurrupan ŋayi dhu ga ralpathinyamirr rom warrpam'ŋur djämaŋur romŋur mala

7. Ability to communicate effectively with staff, ARDS Board, funding bodies, and stakeholders

Special requirements

The successful applicant will be required to undertake regular travel to Northeast Arnhem communities and homelands as required.

The successful applicant will also be required to:

- Hold a current NT Working with Children Clearance Notice (Ochre Card);
- Undertake a Criminal History Check;

A criminal history check will not exclude an applicant from the position unless it is relevant criminal history.

Attachment 1

ARDS-ku buyu' – our values and how we work

- **Gurruṯu, gurrpanmirr & bunydjunmirr** – we are connected and we recognise and value each other because of our gurruṯu connections, We value **healthy relationships and kindness**.
- **Ṇaḷapaḷwal** – we **value and respect the authority of Yolṅu elders**. We seek their guidance and authorisation, according to Yolṅu rom, and **we work within the trust** that we earn. We don't create and pursue our own agendas.
- **Napunḡawuy / burapuy** –we are neutral and in the middle. We do work that is good for all Yolṅu. We do not create division or tension between Yolṅu. We value **neutrality and fairness**.
- **Ralpa** – we are **reliable and committed** to the work we do. We are **observant and learning** from what is happening around us.
- **Makmakthunhawuy rom** - We **respect** each other. We respect ARDS as an organisation.
- **Dharaṇanawuy rom** - we **recognise and accept** people for who they are. We look for people's strengths.
- **Räl-manapanmirr, yaka ḷiya-gäna** - Yolṅu and Balanda work together as respected equals. We **think and make decisions together** as a group. We don't work in isolation.
- **Bala-räli gunḡa'yunmirr** - we work in **reciprocal** ways where everyone benefits and becomes strong. This includes **both-ways learning** - we are always learning from each other.