

Position: Community Program Coordinator

NPYWC Program: Domestic & Family Violence Service

Employment Details: Permanent, Full Time - 38 hours per week

Location: Alice Springs based with regular travel to the NPY region

Base Salary: \$87,197.89-\$94,177.70 per annum (negotiable based on experience) with additional benefits

Additional Information: Due to the nature of this role, applicants are required to be female. In this position an applicant's gender is a genuine occupational qualification and is authorised by division 2, section 14 & 31 of the Anti-Discrimination Act 1997, as amended

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.

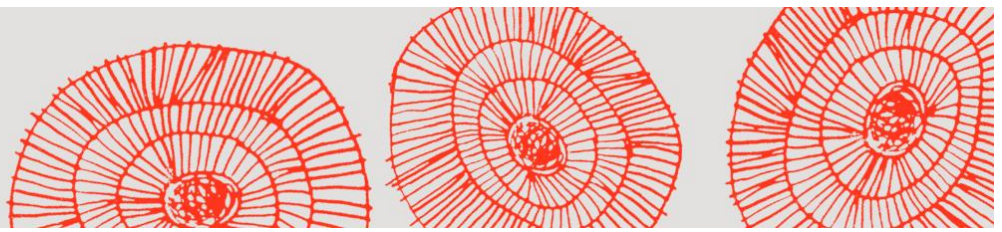
Your Team:

'Atunypa Wiru Minyma Uwankaraku' Service works from a 'holistic and relational' standpoint, and is structured so that caseworkers are supported to develop relationships in the communities in which they work using a community development approach. We recognise that this is our key tool for individual and community engagement. The Community Program Coordinator leads the specialist program (the Community Program team) comprising specialists in law, adult education, community development and narrative therapy and Anangu Support workers. This

Your Role:

The Community Program Coordinator (CPC) leads a dynamic multi-disciplinary team within the DFVS. The role is responsible for overseeing the development, implementation and evaluation of the community program aspect of the DFV service model. This includes community and stakeholder engagement including education programs, and community development initiatives.

The DFVS is guided by the Strengthening Community Capacity to End Violence Practice Framework (SCCTEV) and the role of the CPC includes mentoring others in this way of working. The Violence Prevention Practice



team provides wrap-around support for the case workers.

Framework can be found on our website:
<https://www.npywc.org.au/publications/>

Your Responsibilities:

Developing and maintaining relationships for coordinated and collaborative service delivery in the designated jurisdictions:

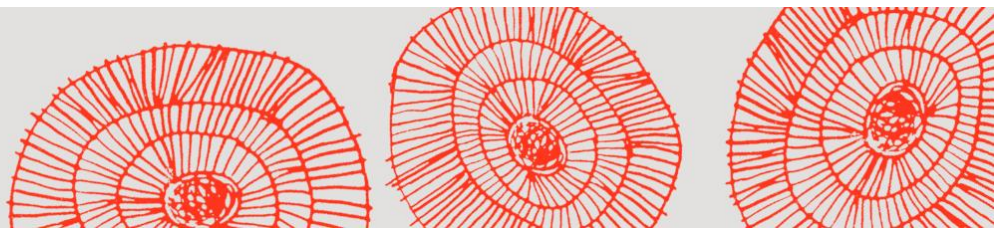
- Consult with members of the DFVS team to develop a Community Program for each community.
- Promote the involvement of all members of the CPT to work alongside the case workers.
- Ensure that each case workers' Community Program and other community initiatives are in line with the Strengthening Community Capacity to End Violence Practice Framework (SCCTEV).
- Developing partnerships with other organisations and professionals delivering services on the NPY Lands and other relevant services. These partnerships include internal NPYWC programs, to build their capacity to work alongside women in preventing violence against women and children.
- Oversee group facilitation and training to members of the DFVS.

Provide regular supervision and support to CPT staff including:

- Specialist Legal Educator
- Town and community based Anangu Support Workers
- Project Officers
- Specialist Case Worker
- Community Development Workers

Participating in the management and leadership group of the DFV Service:

- Modelling and facilitating effective and respectful communication that contributes to a supportive and reflective learning culture for the DFVS.
- Contributing to the effective administration of the DFV Service and processes such as planning, policy review, data collection, including continuous quality improvement mechanisms.
- Assisting in the development of submissions, reports, annual operational plan, policy reviews, and oversee data collection and collation as requested.
- Assist in the development, implementation and evaluation of professional education and development programs offered both internally and externally as requested.
- Participating in regular DFVS management group meetings and ensure effective planning and coordination between all elements of the DFV Service.
- Deputising for the manager, either individually or in a shared capacity, as requested.
- Provide accurate and contemporaneous recording of projects using the Service's Database(s).



- Provide accurate and timely reports for internal and external stakeholders.
- Provide appropriate external representation.

Skills and Experience:

Knowledge:

- Demonstrated theoretical understanding and knowledge of domestic violence and sexual assault in an Australian Aboriginal cultural context.
- An understanding of a holistic and relational approach to domestic violence service delivery in central Australia.
- Demonstrated theoretical understanding of community development, adult education and other practice approaches relevant for the position.

Experience:

- Demonstrated experience working with survivors of domestic violence and sexual assault, particularly Australian Aboriginal women and children.
- Demonstrated experience of developing, implementing & evaluating sexual assault &/or domestic violence prevention &/or education programs.
- Experience working cross-culturally, and a demonstrated understanding of cultural safety and its application in human service delivery.
- Demonstrated experience in Supervision and/or project management.

Skills:

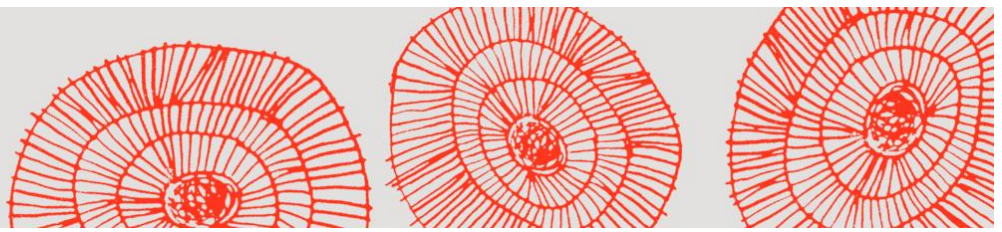
- Excellent interpersonal communication skills, including an ability to constructively resolve conflict, negotiate difficult

Qualifications:

Relevant tertiary qualifications in Social Work, Community Development, Health Promotion &/or demonstrated experience commensurate with the position.

Remuneration:

- Base Salary: \$87,197.89-\$94,177.70 per year
- 10% Superannuation
- Generous Leave Entitlements
- Salary Packaging Benefits
- Retention Bonus



situations, advocate and work collaboratively as a member of a team.

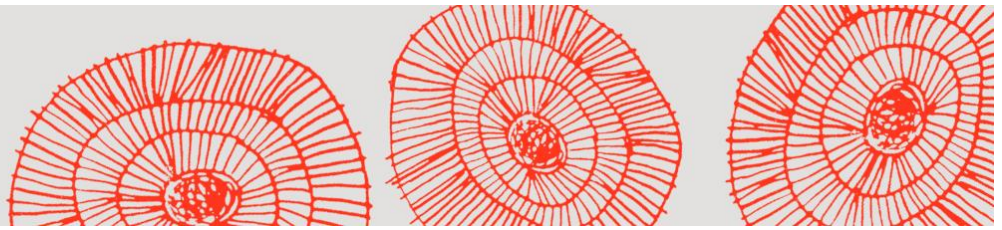
- Excellent written and verbal communication skills.
- Excellent organisation and planning skills for managing and prioritising competing demands autonomously in a complex working environment.
- Well-developed proposal, funding application and report writing skills.
- Demonstrated skills in program planning, design, presentation and evaluation.
- Leadership and supervisory skills.

Desirable

- Western Desert language skills or willingness to learn.
- Experience working in central Australia
- Demonstrated skill set with a variety of mediums such as visual design, radio, creative writing, video/editing or other digital mediums.

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 some remote based and travelling staff to have a current Australian driver's licence.
- We require some remote based and travelling staff to be able to operate a manual 4WD vehicle or have a willingness to undertake training.
- All employees are required to have a First Aid certificate or have a willingness to undertake First Aid training.
- All employees are required to meet the relevant State and Territory mandatory vaccination requirements.
- A good level of health and fitness that matches the requirements of the role is required. If necessary NPYWC may require an employee 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 Louise O'Connor, Domestic and Family Violence Service on 08 8958 2374 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

Date