

Position: Project Officer - Community Development

Program: Child and Family Wellbeing Service

Classification: Full Time (38 hours per week, part time negotiable), Fixed Term for 2 years (with possibility of extension, subject to funding).

Location: Alice Springs with travel to the NPY region communities.

Base Salary: \$91,284.41 - \$102,296.31 (negotiable based on experience) with 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 Child and Family Wellbeing Service is made up of three programs; Child Nutrition, Child and Family Intensive Support Service (Walytjapiti) and Child Advocacy.

The primary focus of the Child and Family Wellbeing Service (CFWS) is to deliver targeted, efficient and effective community services within the NPY region, seeking the best possible outcomes regarding improving the quality of life for Anangu children and communities.

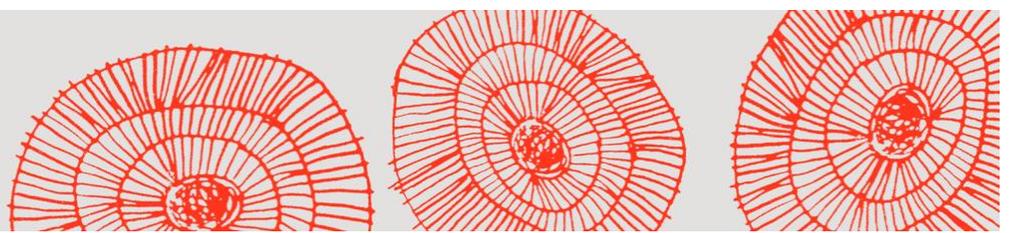
The role of the Community Development Project Officer is to capture impact and ensure Anangu perspectives guide service improvements.

Your Role:

The project officer will work alongside Anangu and non-Anangu staff to lead community engagement and participatory research activities that strengthen early intervention and prevention practices within the Child and Family Wellbeing Service. They will develop and implement an engagement and consultation strategy, capturing feedback and stories from service users, families, and community leaders.

You will facilitate workshops and discussions with stakeholders and subject matter experts, document findings, and identify practical learnings to support culturally safe, evidence-informed service delivery. Your work will contribute to developing a change management and implementation plan that builds the NPY Women's Council's capacity to deliver services aligned with the National Principles for Child Safe Organisations.

Your Responsibilities:



- **Collaborative Partnership:** You will work side by side (Malparara Way) with Anangu community members and Support Workers to ensure strong, respectful, and culturally grounded collaboration.
- **Community Engagement and Consultation:** You will develop and implement an engagement strategy and consultation guide, facilitating consultations with Anangu service users, senior community members, and families. You will use diverse engagement methods, including community meetings, workshops, bush picnics, and one-on-one discussions, to gather feedback, stories, and insights on early intervention and prevention practices. This will include capturing learnings and insights from NPY clients and families who access Ngura Kutju (NPYWC's tri-state hub), to better understand experiences of cross-border child protection processes and service pathways, and to integrate these perspectives into consultation findings and service improvements.
- **Participatory Action Research:** You will employ a developmental evaluation and participatory action research approach to test consultation methods, capturing community input to improve program effectiveness.
- **Workshops and Stakeholder Facilitation:** You will plan, facilitate, and support workshops with subject matter experts, people with lived experience, and relevant professionals to identify learnings and inform service improvements.
- **Data Management and Reporting:** You will maintain comprehensive records, this includes documenting consultation findings, workshop outcomes, and key learnings aligned with the 7 National Principles for Child Safe Organisations.
- **Change Management and Organisational Development:** You will contribute to the development of a change management strategy and operational plan to build NPY Women's Council's capacity and implement service improvements in culturally safe ways that reflect community priorities.
- **Evidence and Impact Tracking:** You will help establish an evidence base to inform Indigenous-led innovation, capturing early quantitative, qualitative, and process indicators to measure impact and guide program scaling.
- **Regional Travel and Relationship Building:** You will undertake travel across the 26 remote communities in the NPY region to build meaningful relationships, collect input, and ensure the program is responsive to local needs.
- **Resource Management:** You will take responsibility for the proper use, upkeep, and management of vehicles and project equipment.
- **Stakeholder Engagement:** You will engage with external stakeholders and actively participate in internal NPYWC meetings, supporting the integration of insights into service delivery.
- **Other Duties:** You will carry out other reasonable and lawful duties as directed to support the goals of the Child and Family Wellbeing Service.

Skills and Experience:

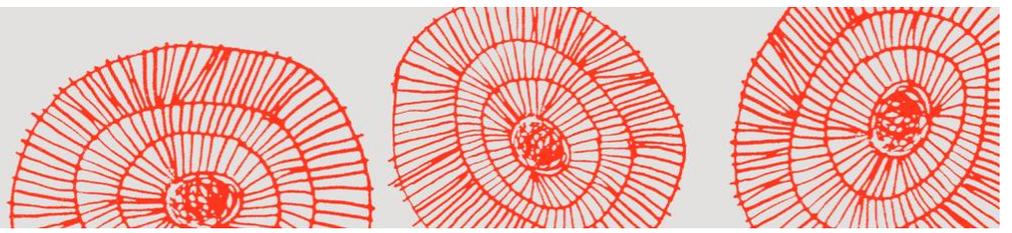
- Ability to work with a high level of autonomy
- An understanding of the issues that affect the health and wellbeing of Aboriginal people in remote communities.
- Good people skills and experience supporting workshops or other types of community consultation

Qualifications:

- Project management experience desirable but not essential

Remuneration:

- Base Salary: \$91,284.41 - \$102,296.31 p.a.
- 12 % Superannuation



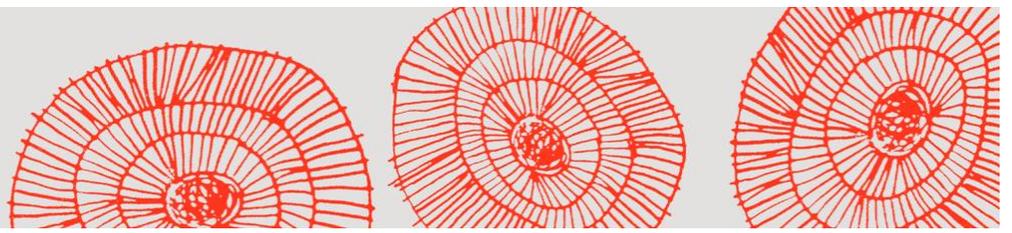
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| <ul style="list-style-type: none">• Experience in, and a commitment to, community development.• Ability to work in a cross-cultural environment, including working in partnership with Anangu staff and taking direction from management. | <ul style="list-style-type: none">• Generous Leave Entitlements• Salary Packaging Benefits• Retention Bonus |
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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.
- 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 Anne-Lise Alphonse, Senior Project Officer, on 0491 973 801 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