

**Position:** Peer Support Project Officer (Support for Families)

**NPYWC Program:** Tjungu Team

**Employment Details:** Full-time, fixed term to 30 June 2026

**Location:** Alice Springs, with regular travel to the NPY region

**Base Salary:** \$86,937.53 - \$98,361.83 (negotiable based on experience), plus superannuation and 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 Tjungu (together) team provides support, advocacy and case management to ngaltutjara tjuta – people with disabilities, elderly people, their carers & families.

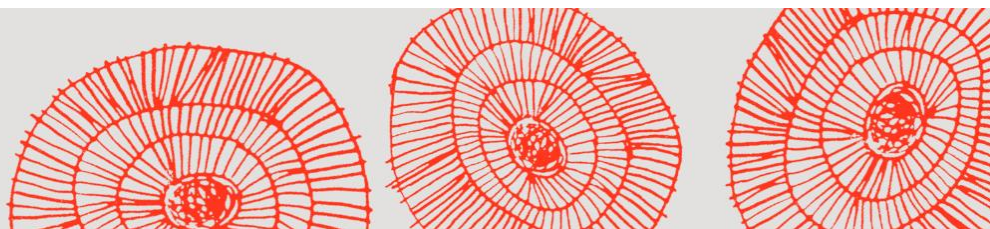
Tjungu philosophy and principles support the right of older Anangu and Yarnangu, and people with disabilities to live in their communities so that family and relationships can be maintained and spiritual and physical connections with country are continued.

The Tjungu Team provides advocacy, accessible information, equipment, respite care and other support suitable to the needs of our clients who reside in 26 Aboriginal communities

## Your Role:

The **Project Officer** will support families, parents and carers of young (aged 0-8 years) First Nations children with newly identified disability or emerging developmental concerns, irrespective of whether they are eligible for a National Disability Insurance Scheme (NDIS) individually funded package.

This project will contribute to fill a significant and urgent gap in supports and services to First Nations families, parents and carers of children with disability or developmental concern in the NPY Lands as the number of existing providers and services available are highly restricted and limited due to the geographical location, necessary expertise, networks and community trust required in delivering this activity. This project will support the Closing the Gap Target 4 – Aboriginal and Torres Strait Islander children thrive in their early years. It will also complement the



of the cross-border region of South Australia, Western Australia and the Northern Territory.

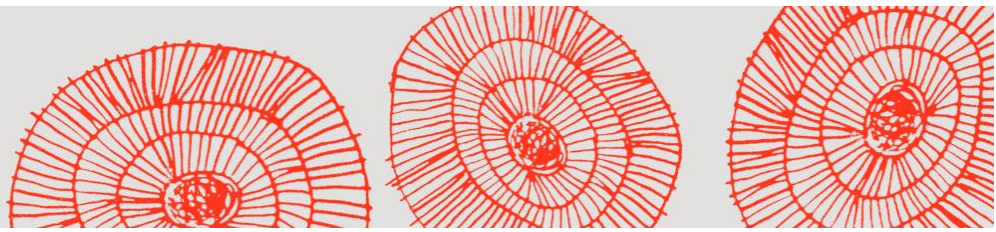
National Early Childhood Program for Children with Disability or Developmental Concerns (the NECP), which aims to provide supports to First Nations families and children aged 0-8 years with a disability or developmental concern, as a priority cohort.

## Your Responsibilities:

- Liaise with other NPYWC staff, external stakeholder such as health services and other relevant agencies to co-ordinate the provision of services to children with disabilities.
- Developing responsive and appropriate community-based services for children with disabilities, care givers and communities.
- Refer children with disabilities and carers to other NPYWC services and other agencies as required.
- Maintain a client database and a system of record-keeping of client information and other information as required by the Service Agreement.
- Always maintain confidentiality of client and workplace information.
- Some monitoring of expenditure to remain within budget, with assistance and supervision.
- Use a community development approach through ongoing consultation with consumers, carers, families and communities about suitable appropriate strategies for the facilitation of independence.
- Utilise a cross-cultural delivery model between First Nations and non-Aboriginal staff to deliver culturally safe and appropriate peer support through local bush picnics to promote acceptance towards disability or developmental concerns, and contribute to changing attitudes, while considering the cultural sensitivities of the cohort.
- Create local peer support networks between participants through group activities and encourage attendance at group activities through the provision of food, or home visits to first build the relationship.
- Work collaboratively with the Senior Project Officer to identify eligible families so that they can participate in Workshops to provide information about early intervention to families, parents and carers about their child in culturally appropriate formats, on Country in the NPY Lands through face to face and other formats such as online delivery; and

The intended outcomes of the Activity are:

- Creation of long-term local peer support networks within First Nations communities in the NPY Lands for families, parents and carers of children with disability or developmental concern.
- Increased capacity and confidence of families, parents and carers to seek out safe, available and accessible supports in the NPY Lands; and
- Attitudinal shift and decreased feelings of shame for families, parents and carers regarding their child's disability or developmental concerns, and towards seeking out assistance and help for their child and their family
- Other lawful and reasonable duties as directed.



## Skills and Experience:

- A calm demeanour with good negotiation and time management skills, the ability to problem solve and working dependently.
- Possessing excellent written and verbal communication skills, strong interpersonal abilities, and the capacity to engage effectively with Anangu members, Executive staff, individuals from diverse backgrounds, and external agencies, the candidate excels in drafting clear and concise correspondence.
- Demonstrated ability to work collaboratively.
- Experience with word-processing, databases and email communication.
- Demonstrated experience in community education & development.
- An organised work style with attention to detail and a commitment to completing tasks.
- Ability to work in a cross-cultural environment, operate in partnership with other NPYWC staff and take direction.
- Ability to follow the policies and procedures of NPYWC as determined by the Executive and senior management.

## Qualifications:

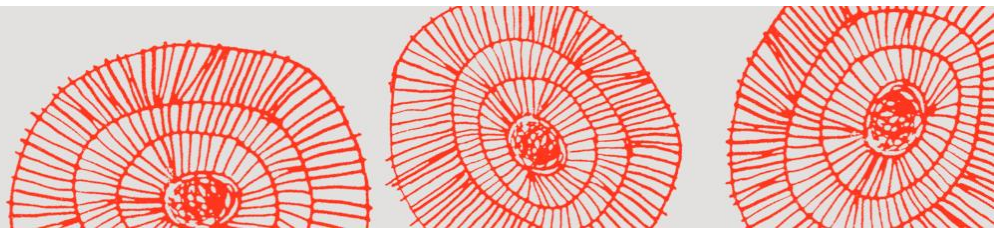
- Relevant tertiary qualifications and extensive experience in the field of disability or human services, community development or a related discipline, or extensive relevant experience.

## Remuneration:

- \$86,937.53 - \$98,361.83 (negotiable depending on experience)
- Additional 11.5 % superannuation
- Generous leave entitlements
- Salary packaging benefits
- Annual 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 all staff to have a current Australian driver's licence.
- A current First Aid certificate or a willingness to undertake training.
- Experience in operating a 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 Kim McRae, Tjungu Manager, on 08 8958 2360 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