

Position: Senior Project Officer

NPYWC Program: Ngangkari – Uti Kulintjaku (UK) Project

Employment Details: Fixed Term - 12 months

Location: Alice Springs, with some travel to the NPY region

Base Salary: \$87,197.89 - \$94,177.70 (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 Uti Kulintjaku (UK) Project is a series of workshops involving a team of Ngangkari (traditional healers), interpreters and mental health workers, aimed at creating a shared understanding of commonly used mental health terms, words and concepts.

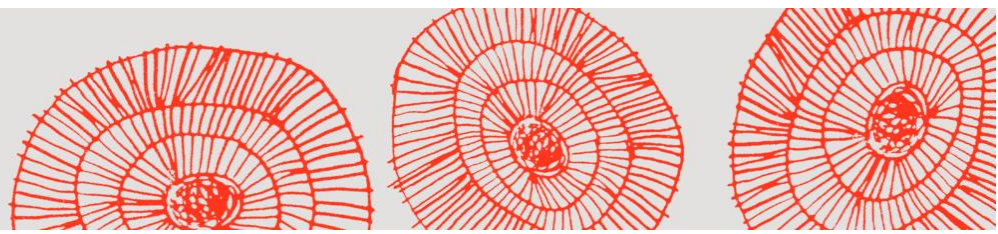
An additional group of men has formed to work with the UK project on prevention of trauma and domestic and family violence. The aim is to understand more about the causes and effects of DV and trauma, and develop useful knowledge, strategies, tools and resources that can be shared with men in the region.

This project involves Senior Anangu (Aboriginal people) across the tristate region of WA, NT and SA. It brings together the skills and knowledge of Ngangkari, mental health practitioners, NPY Women's Council, and

Your Role:

This position will work primarily with a group of Anangu men. The aim is to increase remote Anangu men's knowledge and capacity to prevent trauma and DV, and also respond to cross-cultural mental health issues. The role is based on the NPYWC's *Strengthening Community Capacity and End the Violence Framework*, using UK project processes.

- Organising camps and workshops, supporting participants and following up ideas generated by the group. This includes managing the production of resources.
- Supporting the men to engage communities in campaigns and activities aimed at preventing DV.
- Collaborating with other NPY Women's Council teams and programs working with DV and men.



senior Anangu men with specific language and literacy skills from local communities.

The role also has an element of administration duties within marketing, social media and coordinating travel and accommodation.

Your Responsibilities:

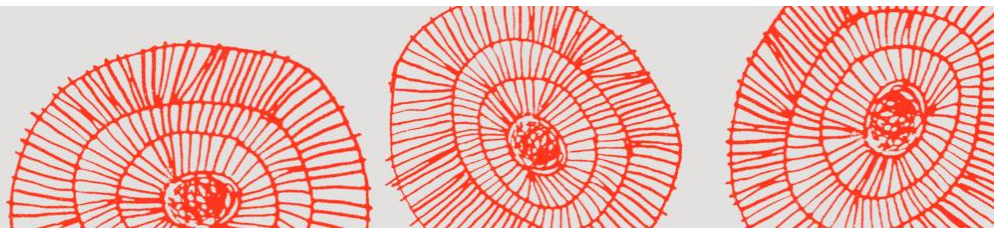
- Organise and facilitate workshop participation, including travel and accommodation, for Anangu participants from remote communities.
- Assist with the planning and delivery of the workshops.
- Assist in organising bush camps in remote areas and communities.
- Maintain engagement with all workshop participants with regular contact and updates.
- Record workshops and maintain information and resources gathered.
- Review available related resources and develop culturally appropriate and innovative ways of promoting and disseminating information developed from the workshops.
- Implement an ongoing formative evaluation process.
- Assist participants and designer to develop a range of educational resources based on workshop content.
- Organise the production of resources from the project, including distribution.
- Assist Anangu participants to develop and conduct workshops in their communities.
- Demonstrate understanding of vicarious trauma and worker self-care, and good personal resilience.
- Excellent interpersonal communication skills, including an ability to negotiate and resolve conflict.
- Excellent organisation and planning skills for managing and prioritising competing demands in a complex working environment.
- Good computer and data entry skills.
- If required, seek further funding for resources.
- Prepare reports and data collections as required by the funding body.
- Attend and provide reports to NPY Women's Council Directors, General Meetings and other meetings as required.

Skills and Experience:

- A good understanding of the issues that affect Aboriginal people in remote communities.

Qualifications:

- Relevant tertiary qualification in community development, health or education; or
- Another relevant degree and/or extensive relevant work experience.



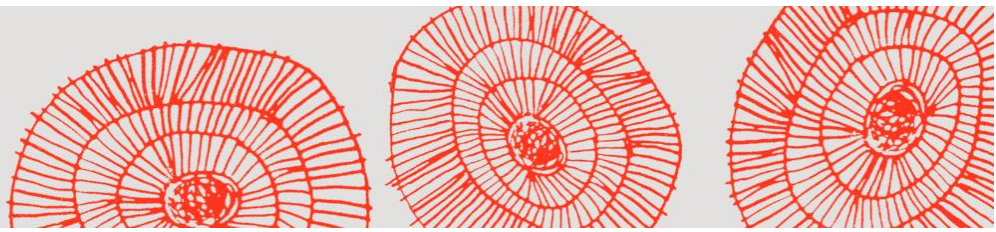
- A good understanding of trauma informed practice.
- Previous experience in developing, implementing and efficiently managing projects.
- Ability to work collaboratively with indigenous people in the NPY region.
- Ability to work effectively in a cross-cultural and multi-practice environment, and to take direction from Anangu.
- Well-developed communication and interpersonal skills, especially the ability to be patient, collaborative, compassionate and kind.
- Ability to work co-operatively in a team
- Organisation and planning skills to manage competing demands.
- A high level of attention to detail.
- Experience/skills in developing educational resources.
- Experience using, developing and adapting digital media and applications.
- The ability to speak local language, Pitjantjatjara or Ngaanyatjarra **(Desirable)**.

Remuneration:

- \$87,197.89 - \$94,177.70 (negotiable based on experience) per year
- Plus 10% 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 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 Angela Lynch (Ngangkari Manager) on 08 8958 2355 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