

Expressions of Interest

Aboriginal Early Childhood Education Officer

The NSW Aboriginal Education Consultative Group Inc. (NSW AECG) is looking for a highly motivated well organised person to join our team. If you believe this is you then we'd love to hear from you.

Position: Aboriginal Early Childhood Education Officer

Location: Stanmore, (Preferred) Sydney NSW 2048- or by negotiation

Salary: Remuneration package valued up to \$110,000 per annum based on demonstrated and proven experience. Includes employer's contribution to superannuation.

Employment A two-year contract will be offered to the successful candidate, with the possibility of an extension.

Position Criteria: (Essential)

- Aboriginality: this is an identified position under Section 14 (d) of the Anti- Discrimination Act 1977.
- Have sound knowledge of the NSW AECG and its purpose, governance structures and core objectives.
- Sound knowledge of issues impacting on the quality of education for Aboriginal communities.
- Demonstrated time management and organisational skills
- Demonstrated experience working for Aboriginal community led initiative
- Information Technology, oral and written communication skills
- Demonstrated negotiation, liaison, and interpersonal skills
- Ability or willingness to learn to develop and develop professional training programs
- Full COVID vaccinations
- NSW Driver's License and ability and willingness to travel extensively within NSW and interstate as required
- A current NSW Working with Children Check clearance for paid employment & National Criminal History Check or willingness to obtain.

Please forward your expression of interest which addresses all the position criteria along with your resume to:

**Trish Daniel Executive Assistant (R) NSW AECG Inc. 37 Cavendish Street,
Stanmore NSW 2048 E: trish.daniel@aecg.nsw.edu.au**

By: COB - Friday, 2nd September 2022

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Aboriginal Early Childhood Education Officer

Position Description

Purpose of the Position:

Responsible to the NSW Aboriginal Education Consultative Group (AECG) President, the Aboriginal Early Childhood Education Officer (AECEO) will support the organisation and NSW Aboriginal communities' objective to engage with and improve the NSW Early Childhood Education (ECE) sector. The AECEO will support the NSW AECG's Local and Regional Network to address matters of importance regarding the ECE sector. The AECEO will work with relevant stakeholder organisations to support collaborative approaches to improving engagement and outcomes within the ECE sector. To build the capabilities and capacity across NSW ECE, this role will also develop and deliver professional training programs.

Organisational Context of the Position:

The NSW AECG Inc. is a non-profit Aboriginal organisation that provides advice on all matters relevant to education and training with the mandate that this advice represents the Aboriginal community viewpoint. The NSW AECG promotes respect, empowerment and self-determination and believes the process of collaborative consultation is integral to equal partnership and is fundamental to the achievement of equality. The NSW AECG advocates cultural affirmation, integrity and the pursuit of equality to ensure that the unique and diverse identity of Aboriginal students is recognised and valued.

The AECEO role will vary depending on the needs required for the ECE sector at local, regional and state levels. The AECEO will be required to travel extensively across NSW to work closely with Local and Regional AECG networks to:

- Support and progress relevant advocacy needs;
- Deliver professional learning and targeted training for ECE centres and when requested, for Local and Regional AECGs
- Undertake analysis/evaluations and advocacy to support improvement of the ECE sector for NSW Aboriginal communities.

Success in this role will result in improved early childhood education outcomes for NSW Aboriginal communities and the ECE sector. A significant aspect of this improvement will be increased delivery of local Aboriginal language and culture programs within ECE. The role will also succeed through the development and delivery of a program of professional development to support increased capacity for engagement between NSW Aboriginal communities and the ECE sector.

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Key Responsibilities/Accountabilities:

- Design and deliver NSW AECG Inc. professional ECE training programs to support and improve the ECE sector across NSW
- Consult with and provide advocacy advice and support to the NSW AECG's Local and Regional Network on relevant ECE matters
- Where necessary, support Local and Regional AECG networks in understanding and assessing the implementation of the NSW Government's 'First Steps' Aboriginal Children's ECE Strategy
- Undertake analysis and evaluation to support the NSW AECG's advocacy for improvements to the ECE sector
- Report to the NSW AECG's President and Executive Officer on success stories, issues and matters of importance concerning NSW Aboriginal communities' engagement and experience with their local early childhood education centres
- When required, attend relevant NSW Department of Education and non-government organisation meetings to advocate on behalf of the ECE interests of NSW Aboriginal communities.
- Attend, where required, Employment Panels
- Support the delivery of Community driven programs within ECE centres for example the NSW AECG Connecting to Country program
- If required, present to Regional Presidents, NSW AECG State Meetings and the NSW AECG AGM
- The position reports directly to the President and/or Executive Officer of the NSW AECG Inc.