



New South Wales
Aboriginal Education
Consultative Group Inc.



Expression of Interest

Field Officer

NSW Aboriginal Education Consultative Group Inc.

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. 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.

Is this the job for you?

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.

Please forward your expression of interest which addresses all the position criteria along with your resume to: Joseph Cavanagh NSW AECG Inc. 37 Cavendish Street, Stanmore NSW 2048

Email: joseph.cavanagh@aecg.nsw.edu.au


Close of business: Friday 2nd June 2023

Position Description

PURPOSE OF THE POSITION:

Responsible to the NSW Aboriginal Education Consultative Group (AECG) President, the Field Officer will support the day-to-day operations of the NSW AECG through working directly with the vast network of Local and Regional AECG's. The primary purpose of this role will be to support NSW Aboriginal communities' objectives around engaging with and improving the education sector.

The Field Officer will support and build the capacity of existing Local and Regional AECGs and support the establishment/re-establishment of new Local and Regional AECGs as per need across the state. A significant commitment to travel extensively across NSW will be required to deliver or coordinate the delivery of targeted training as well as support advocacy, communications, constitutional accountabilities, and coordination of NSW AECG Secretariat support for our Local and Regional AECG members.

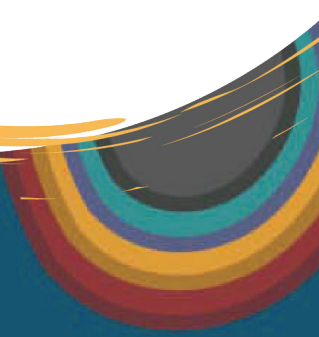


The Field Officer will also work with relevant stakeholder organisations to support collaborative approaches to improving engagement and outcomes within the education sector.

POSITION CRITERIA: (ESSENTIAL)

- Aboriginality: this is an identified position under Section 14 (d) of the Anti- Discrimination Act 1977.
- Knowledge of the NSW AECG and it's purpose, governance structures and core objectives.
- Understanding of issues impacting on the quality of education for Aboriginal communities.
- Demonstrated time management and organisational skills
- 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.

KEY RESPONSIBILITIES/ACCOUNTABILITIES:

- Design and deliver programs to support and improve capacity of Local and Regional AECG Networks
 - Consult with and provide support to the NSW AECG's Local and Regional Network
 - Attend meetings and engage with Aboriginal communities, Aboriginal organisations, schools, NSW Department of Education etc.
 - Undertake analysis and evaluation to support the NSW AECG's advocacy for improvements to the education sector
 - Report to the NSW AECG's President and Executive Officer on success stories, issues and matters of importance concerning NSW Local and Regional AECGs
 - Attend, where required, Employment Panels
 - Assist the establishment of new Local and/or Regional AECGs
 - Assist where necessary Local and Regional AECGs with membership matters and accountability requirements around the NSW AECG Constitution
 - If required, present to Regional Presidents, NSW AECG State Meetings and the NSW AECG AGM
 - The position reports directly to the President of the NSW AECG Inc or the Executive Officer
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