

LCM Coordinator

- Clerk Grade 7/8, Temporary Full-time for up to 3 years
- Dubbo Community Corrections, Dubbo
- Department of Justice
- Corrective Services NSW
- Reduce adult re-offending
- Attractive Salary up to \$113,455 pa

Corrective Services NSW (CSNSW) delivers professional correctional services and programs to reduce the risk of re-offending and enhance public safety. It ensures offenders who are required to be held in custody are removed from the general community and placed in a safe, secure and humane environment. CSNSW also works in partnership with other government and community agencies to ensure that offenders and their families are supported.

As a LCM Coordinator, you will provide analytical, secretariat and administrative support to enable the operation of LCM to contribute to the State Priority of reducing adult re-offending. This includes supporting and connecting members of the Multiagency Coordination Group (MCG) and members of the Practitioner Group, collecting and analysing information to support LCM referrals, managing the LCM database and reporting on LCM operation.

The person we are seeking for this role will have:

- Knowledge of the criminal justice system and human service delivery sector
- Demonstrated experience providing secretariat support to high level and practitioner groups
- Demonstrated knowledge of the benefits of a coordinated offender management approach.

How to apply

Applications must apply on line at iworkfor.nsw.gov.au and provide:

- A covering letter which includes a response to the two (2) pre-screening questions (2 pages maximum)
- An up-to-date resume of no more than five (5) pages which clearly details your skills and experience as relevant to this position
- Ensure your profile is updated with current referees. You are required to provide e-mail addresses for two nominated referees, one of which must be a current or recent supervisor within the last 12 months.

A talent pool may be created for future ongoing and temporary vacancies and is valid for a period of up to 12 months.

**Applications Close:
Sunday 10 December 2017**

If you would like to discuss this opportunity further contact jillian.hume@justice.nsw.gov.au or (02) 6883 5000.

Applications must be lodged electronically. Please go to iworkfor.nsw.gov.au and search Job Reference Number 5S9M