

Indigenous Student Retention Officer

Location: Nathan, Brisbane

Full-Time

Salary: AU\$80958 - AU\$87709 per annum + superannuation

Reference: 108124

Overview:

GUMURRII is a dedicated Student Support Unit for Aboriginal and Torres Strait Islander students located on each of Griffith's five campuses. Its Aboriginal and Torres Strait Islander staff assist students from Recruitment, to Orientation, Student Support through to Graduation. GUMURRII Student Support Unit is the 'hub' of Griffith's Aboriginal and Torres Strait Islander community.

This is a fixed term (until February 2020), full time position based at the Nathan campus.

The role:

The Retention Officer will provide high-level student support to ensure that students are provided with timely and effective interventions aimed at enhancing their engagement and retention.

The Retention Officer will work closely with individual students, developing and ensuring the delivery of personalised support plans offered via a mix of 'drop-in' sessions and prearranged appointments. Student Support is likely to include a mix of study skills support and mentoring, coaching and encouragement, all aimed at empowering the student to begin to take charge of their own learning and continue with their studies because they recognise greater chances of success.

The Retention Officer will also work very closely with Learning Assistance Officers, academic Schools, most notably students to ensure that all students are being effectively supported. This is an Identified Aboriginal and Torres Strait Islander role under section 45 and 125 of the Queensland Anti-Discrimination Act 1991.

The person:

The successful candidate must have a understanding of the issues faced by Aboriginal and Torres Strait Islander students when undertaking tertiary studies, coupled with knowledge and an understanding of teaching practice at the Academic tertiary level. You will be able to work effectively as part of a team. You will also have experience in the provision of student centred learning assistance as well as an ability to assess and facilitate student learning needs. Excellent interpersonal and communication skills will be highly regarded in this role.

Application requirements:

- Please ensure your application includes the following:
- Statement addressing each of the selection criteria in the position description
- One page covering letter outlining your suitability for the role
- Current curriculum vitae/resume which should include:
 - Full name, address, telephone number and email address;
 - Details of education, professional training and qualifications;
 - Employment history, including present position;
 - Name and email contact of three referees.

Obtain the position description by clicking on the Apply button. You will be redirected to the Griffith University job search page where you will be able to access the position description.

Applicants for General Staff positions (non-academic) must have unrestricted work rights.

Applications close at 5pm on the closing date. All applications must be submitted online.

Further information:

For further information about this role, please contact Mr Shane Barnes, Director, GUMURRII Student Support Unit on (07) 3735 4736 or at s.barnes@griffith.edu.au.

For application queries, please contact Ms Busra Sevimli, Recruitment Officer on (07) 3735 7359.

Closing date: Monday, 19 March 2018 at 5 pm AEST.

Please note: We do not accept unsolicited CV's from Recruitment agencies / third parties and we will not be liable or responsible for any fees or costs associated with unsolicited CV's sent directly to Line Managers.

CLICK TO APPLY