



**MURDI PAAKI REGIONAL ENTERPRISE CORPORATION
CDP EMPLOYMENT MENTOR
– TEAM LEADER**

07-2018

MPREC is seeking applications for a full-time position as **CDP Employment Mentor - Team Leader**. This position will be responsible for effectively leading, mentoring & training CDP Employment Mentors across the Upper Darling within the Murdi Paaki Region. The Team Leader will be based in Brewarrina or Bourke.

The CDP Employment Mentor – Team leader will participate in the team's operational duties and responsibilities, within the framework of MPREC's philosophies, strategies and system

Essential

- Experience working with and supervising a team to build relationships with colleagues and generate ideas for improvement
- Experience developing relations with local job seekers and service providers;
- Ability to motivate and inspire job seekers to achieve their participation and employment goals;
- Understanding of the barriers faced by job seekers in remote Australia and the ability to develop effective strategies to address these barriers;
- Ability to work with Indigenous people with complex needs;
- Cultural awareness and sensitivity coupled with the ability to support others;
- Previous experience working in a culturally diverse business environment, demonstrating a practical understanding of the delivery of services.
- Ability to operate in partnership with other service providers in order to assist job seekers;
- Support and encourage ways to improve practice;
- Ensure work practices comply with organisational policies and procedures;
- Demonstrate ethical behaviour and regard for confidentiality;
- Motivated with excellent interpersonal and customer service skills;
- Competent computer skills including the ability to understand information on computers and online platforms.
- Great attention to detail and accurate data entry skills;
- High standard of personal presentation
- Current drivers licence
- Valid Working with Children Check
- Current Criminal history and Police check

Desirable

- Strong business networks in the CDP region

Indigenous Australians are encouraged to apply.

Position Description: Applicants will need to supply, a letter addressing the selection criteria, current resume and provide two (2) work referees.

For further information: Please download a Position Description from: www.mprec.org.au

Applications: Please apply on- line at the Employment Jobs board at www.mprec.org.au

Closing Date: 14th March 2018

CLICK TO APPLY