

Manager, Indigenous Student Services

- Lead the Moondani Toombadool Centre's Indigenous Student Services team
- Support Aboriginal and Torres Strait Islander students across the University
- Hew Level 8

About the Job

The Manager Indigenous Student Services, is responsible for providing leadership to the Moondani Toombadool Centre's Indigenous Student Services team. The team of four is responsible for providing support to Aboriginal and Torres Strait Islander students across the University, including PAVE, Higher Education, Research, Swinburne Online and OUA. The support takes the form of pre enrolment advice, mentoring, access to tutoring, scholarships, and other support services as needed.

This critical role, in conjunction with the Executive Director, Reconciliation Strategy and Leadership, will also contribute and work within the Indigenous strategy for the University and develop and implement policies, such as elements of the Reconciliation Action Plan and other related initiatives. With a strong focus on continuous improvement and clear communication you will work with internal and external stakeholders to ensure effective Indigenous focus and gaining and utilization of funding.

About You

To be suitable for this key leadership role, you will have proven management experience ideally gained in an Aboriginal and Torres Strait Islander education setting. With proven experience in developing teams, driving a positive outcome based culture you will be able to effectively manage resources and financials. Key to this role is a strong understanding of the issues faced by Aboriginal and Torres Strait Islander people in accessing tertiary education, and with proven experience in managing individuals and cases you will be able to demonstrate strong success stories.

A full list of all selection criteria is available in the position description.

Benefits

Swinburne University recognise the significant contribution Aboriginal and Torres Strait Islander Peoples make to our workforce and our community. As identified in our Elevate Reconciliation Action Plan, you will be entitled to a one off professional development fund equivalent to 20% of your commencing salary as one part of our commitment to reconciliation and your ongoing development.

To find out more about the extensive benefits offered to Swinburne employees please visit: <http://www.swinburne.edu.au/about/jobs/why-work-at-swinburne/>

About Swinburne

Swinburne is a progressive university that aims to increase Australia's capacity in science, technology and innovation as the drivers of modern, internationalised economies and workplaces. Our university is focused on high-impact global research, high-quality teaching and active engagement with both industry and the community.

How to apply

The diverse culture within Swinburne is a source of strength. We are proud to be recognised by the Workplace Gender Equality Agency as an Employer of Choice for Gender Equality 2018 and of key initiatives such as our Pride@Swinburne Strategic Action Plan and our Reconciliation Action Plan, which are integral components of our 2025 vision to be world-class university creating social and economic impact through science, technology and innovation. Swinburne has also received the Victorian "High Commendation" Multicultural Excellence Award (Business Category).

At Swinburne, we celebrate our diverse culture and the strength this brings to our workforce. We are committed to our Indigenous Employment Strategy and are therefore seeking to increase the representation of Aboriginal and/or Torres Strait Islander peoples within the University, where traditionally they have been under-represented.

Swinburne considers that being Aboriginal and/or a Torres Strait Islander person is a genuine occupational requirement for this position under subsection 26(3) or section 28 of the Equal Opportunity Act 2010 (Vic). As such, only applicants of Australian Aboriginal and/or Torres Strait Islander descent will be considered for this position.

To find out more about our Indigenous Employment Strategy and our RAP please visit <http://www.swinburne.edu.au/about/our-university/indigenous-matters/reconciliation-action-plan/>

To view the position description or to start an application click on **apply** at the bottom of this page and submit a resume, cover letter and response to the Key Selection Criteria, as listed in the Position Description.

For further information about the position, please contact Professor Andrew Gunstone at agunstone@swin.edu.au

Applications close Friday the 22 February, 2019.



apply