

Project Officer

Location: Melbourne CBD

Salary: \$84,019 - \$95,329 + super.

Position No: 932508

- Do you have an in-depth knowledge of Aboriginal culture and an ability to communicate with Aboriginal communities?
- Deliver initiatives surrounding the United Nations International Year of Indigenous Languages
- Assist departments and authorities in naming of roads, features and localities
- Assist in researching, writing letters, drafting promotional material and organising events
- Incredibly varied role with the opportunity to liaise with many stakeholders
- Fixed-term position for a period of twelve months

The Department of Environment, Land, Water and Planning (DELWP) brings together Victoria's planning, local government, environment, energy, suburban development, forests, emergency management, climate change and water functions into a single department to strengthen connections between the environment, community, industry and economy. It is tasked with ensuring that Victoria has the right conditions to enable economic growth, while delivering liveable, inclusive and sustainable communities.

This position is classified as an "identified position" aimed at increasing employment opportunities for Australian Aboriginal and/or Torres Strait Islander People. The position requires an in-depth knowledge of Aboriginal culture and an ability to communicate with Aboriginal communities. Australian Aboriginal and/or Torres Strait Islander people are encouraged to apply.

Position purpose

The purpose of the Geographic Names Project Officer is to support the Geographic Names Victoria team with delivering initiatives surrounding the United Nations International Year of Indigenous Languages. This will see engagement with key contacts across the Victorian Government, assisting departments and authorities in naming of roads, features and localities. There will also be an opportunity to assist in researching, writing letters, drafting promotional material and in organising events.

Specialist/Technical Expertise

- Demonstrated in-depth knowledge of Aboriginal culture and an ability to communicate with Aboriginal communities.
- Knowledge of the *Geographic Place Names Act 1998* and the Naming rules for places in Victoria is highly desirable.

This is a fixed-term position for a period of twelve months.

For a confidential discussion on the role, please call **Rafe Benli, Project Manager – Geographic Names** on (03) 9194 0281.

To apply online and for further information on position description and selection criteria visit

www.careers.vic.gov.au

Applications close at 11:59 pm Monday, 21 January 2019.