



WESTERN SYDNEY UNIVERSITY

Ref 2544/19 Aboriginal and Torres Strait Islander Engagement Marketing Project Officer, Office of Marketing and Communication

Western Sydney University's Office of Marketing and Communication leads activity to develop the image, branding, positioning and marketing of the University, ensuring its desired strategic position is clearly communicated internally and externally.

The Teams provide guidance and assistance in the areas of Brand, Marketing and Advertising, iMedia and Design, Internal Communications, Media and Public Relations, Print Services, Social Media and Web Services.

We are currently seeking two highly motivated and enthusiastic Aboriginal and Torres Strait Islander Engagement Marketing Project Officers to ensure the success and enhancement of the Aboriginal and Torres Strait Islander engagement programs for high school students.

The role contributes to planning, program development and evaluation while building and maintain effective stakeholder relationships. The Project Officer prepares and monitors work plans and program schedules, organises and runs a range of, meetings, presentations and events (both in high schools and on campus), develops and delivers in-school learning activities and undertakes program promotion.

To be successful in this role, you will:

- Have a tertiary qualification in a relevant discipline and/or demonstrated relevant experience in project management, program delivery and/or service provision, preferably in the Education sector
- Demonstrate a high level understanding and knowledge of the range of issues and challenges faced by Aboriginal and Torres Strait Islander(s) Australians in relation to accessing higher education
- Have well developed written, verbal and interpersonal skills, including ability to liaise and build positive relationships with a diverse range of people and organisations
- Have proven skills in analytical thinking, research and problem solving
- Have strong project management and administration skills
- Demonstrate the ability to work as part of a team and also individually, with the ability to organise and monitor own workload, prioritise and meet objectives whilst maintaining professionalism, effectiveness and accuracy

This role will suit a hands-on professional who is a team player and can successfully take on multiple challenges. Applicants should be prepared to operate across different campuses and schools and be willing to step outside job boundaries at times in the interest of achieving demanding deadlines and common goals.

This is an identified position and applicants must be an Aboriginal and/or Torres Strait Islander Person. Being an Aboriginal and/or Torres Strait Islander Person is a genuine occupational qualification as authorised under Section 14(D) of the NSW Anti-Discrimination Act, 1977 NSW. **Applicants must provide their confirmation of identity documentation in their online application** at the time of application, as per the requirement of Clause 107 of Western Sydney University's Recruitment and Selection Policy. Any application that is not fully completed at this time cannot be considered in the Recruitment and Selection process. Please click here to view the policy: <http://policies.uws.edu.au/view.current.php?id=00195>.

There are two full-time, fixed-term positions based at the Penrith Campus (relocating to Hawkesbury in 2019). One position is until 25 October 2019 and the other until 27 March 2020.

Remuneration Package: HEW Level 7 - \$104,004 to \$112,222 per annum (comprising of base salary \$87,885 to \$94,829, plus 17% Superannuation, plus Leave Loading).

Position Enquiries: Joshua Mason, j.mason@westernsydney.edu.au or (02) 9678 7539.

Closing Date: 11.30pm, Sunday 23 June 2019.

**CLICK FOR FURTHER
INFORMATION AND TO APPLY**