



ACT
Government

Community Services – Office of the Director-General

Executive Branch Managers

Executive Level 1.4

Salary Range: \$235,922 - \$277,429 depending on current superannuation arrangements (PN: E418, several)

The Community Services Directorate (the Directorate) manages the human services responsibilities of the ACT Government. The Directorate assists families, children, young people, people with disabilities, Aboriginal and Torres Strait Islander people, women, older people, culturally and linguistically diverse groups, migrants and refugees and community groups and organisations. The Directorate works with the community and manages services that assist the Canberra population.

As the Executive Branch Manager, Office for Aboriginal and Torres Strait Islander Affairs (Executive Level 1.4, E418) you will be responsible for the provision of high level strategic advice and policy for the ACT Government and Aboriginal and Torres Strait Islander communities. You will communicate sensitivity and effectively and will provide best practice advice, policy guidance and reporting support to those areas of Government responsible for delivering specialist Aboriginal and Torres Strait Islander services as well as building cultural integrity across all mainstream services. The position is also responsible for the day to day management of the Office of Aboriginal and Torres Strait Islander Affairs and provides leadership to ensure the Office for Aboriginal and Torres Strait Islander Affairs and government agencies have robust working relationships to deliver effective policy and programs to enhance the wellbeing of Aboriginal and Torres Strait Islander peoples in the ACT.

As the Executive Branch Manager, Aboriginal and Torres Strait Islander Service Development (Executive Level 1.2, E1218) you will lead a team that will support the establishment of Aboriginal and Torres Strait Islander Community Controlled Organisation's (ACCO's) across the ACT region with expertise in providing high level strategic policy development, service design and the establishment and implementation of partnerships with Aboriginal and Torres Strait Islander community and sectors. You will influence decision-making across government and collaborate with senior Aboriginal and Torres Strait Islander community leaders and organisations to establish and enhance Aboriginal Community controlled organisations to deliver Child and Family Services, Family Safety Support Services and Community Housing.

To be a strong contender for these important roles you will have a proven record and experience in Aboriginal and Torres Strait Islander Affairs, particularly working with Aboriginal and Torres Strait Islander people and communities. You will excel in working in complex environments and be forward thinking, self-motivated, resilient and adept at building relationships across a broad range of sectors. Your integrity, judgement and strong leadership credentials will be paramount. You will have a strong focus and understanding of Aboriginal and Torres Strait Islander peoples' cultures and societies and an understanding of the issues affecting Aboriginal and Torres Strait Islander peoples in contemporary society. You be adept at managing sensitive issues under significant pressure. Your impressive personal style and ability to engender trust and respect will be complemented by your excellent people skills, intellectual rigor, and first-class influencing skills.

Remuneration: The level 1.2 position attracts a remuneration package ranging from \$235,922 – \$245,343 depending on the current superannuation arrangements of the successful applicant. This includes a cash component of \$209,347. The level 1.4 position attracts a remuneration package ranging from \$266,764 - \$277,429 depending on the current superannuation arrangements of the successful applicant. This includes a cash component of \$237,008.

Eligibility/Other Requirements: This is a designated position in accordance with s42, *Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Contract: The successful applicants will be engaged under a performance-based contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

How to Apply: For further information, please visit www.jobs.act.gov.au

Contact Officer: Tricia Searson or Karina Duffey (02) 6232 2200

Applications Close: 6 September 2022

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For more information on these positions and how to apply, visit www.jobs.act.gov.au