

Senior Project Officer (Skills Broker Identified)

Department of Education

Employment Status: Temporary full-time up to 1 December 2023

Classification: Clerk Grade 9/10

Position number and location: 224868 – Dubbo

Total remuneration package valued to: \$142,596 p.a. (salary \$116,211 to \$128,061 p.a.) including employer's contribution to superannuation and annual leave loading.

The Skills Brokers deliver a key initiative to support workers displaced by the impacts of the COVID-19 pandemic. The role will work closely with employers and job-creating sectors and registered training organisations to assist displaced workers to navigate redeployment, upskilling and reskilling options.

The Skills Broker role supports the NSW Government COVID-19 recovery initiative 'Skilling for Recovery'. The program is designed to assist displaced workers gain the skills they need to re-join the workforce and re/upskill workers in priority occupations.

This role is part of a network of Skills Brokers roles and is responsible for the implementation of the Skills Brokers program. This role is supported by a small Skills Broker strategic team.

This role is time limited and will deliver on key outcomes that support the success of the Skilling for Recovery program.

How to apply

To apply for this role, please submit an application online and attach a cover letter (max. 3 pages) and your resume (max. 5 pages) in either Word or PDF format. Please address the **essential requirements**. We are looking for you to demonstrate your competence in the focus capabilities as outlined in the role description. Please develop your responses with this in mind.

Please note that it is a requirement that all candidates submit their applications online. No paper based, email based or late applications will be accepted.

This is a child-related position. If you are not currently employed in a child-related position in the Department of Education, you will be required to obtain a Working with Children Check (WWCC) Clearance number as a condition of employment (if you do not already have this). For more information, visit kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check. In addition, your employment may be subject to the Department's National Criminal Records Check to determine your suitability for employment.

Note: Aboriginality is a genuine occupational qualification and is authorised by Section 14 of the *Anti-Discrimination Act 1977*.

Applicants for this position must be of Aboriginal descent, identify as being Aboriginal and be accepted in the community as such. Applicants who have not previously identified for the purposes of employment with the Department are required to provide a Confirmation of Aboriginality from a recognised incorporated Aboriginal Community organisation endorsed with common seal and a certified statutory declaration as defined in the [NSW Department of Education Confirmation of Aboriginality Guidelines](#)

Essential Requirements:

- This position is targeted to the employment of an Aboriginal person and is authorised by the Department's EEO Management Plan in accordance with Part 9A of the *Anti-Discrimination Act 1977*. When applying for an Aboriginal identified position, applicants must provide confirmation of Aboriginality and a certified statutory declaration upon interview as defined in the [Confirmation of Aboriginality Guidelines](#)
- Current New South Wales drivers licence and a willingness to travel
- A valid Working with Children Check

The selection process will include a range of assessment techniques to assist in determining your suitability for the role.

Closing Date: 26 October 2022

For role enquiries please contact Jason Wright on 0436 856 050.

To apply online please visit iworkfor.nsw.gov.au website and refer to the following keyword: [000097JC](#)