

Tenancy Advocate

- TWO roles available supporting the Aboriginal community
- Full time permanent opportunity
- Bateman's Bay base covering a wide operational area

We are seeking **TWO motivated Tenancy Advocates** to join our client, Murra Mia.

Murra Mia Tenant Advocacy Service (Southern NSW Aboriginal TAAS), advises clients of their tenancy rights and obligations.

Murra Mia provides community education and also advocates and mediates with, and on behalf of, Aboriginal clients at the NSW Civil and Administrative Tribunal (NCAT). Interlinking and liaising with agencies and clients, their services are available to Aboriginal renters right across our region in Southern NSW, which includes the Illawarra, South coast, Southern Highlands, Hume Murray, and Riverina.

The Role & You

Your previous tenancy advocacy experience is greatly desirable (*or similar experience in property management, case management, housing or legal*) in order to:

- Engage with Aboriginal tenants whose tenancies are identified as at risk and to provide a range of interventions.
- Draft and prepare letters, documents and applications forms on behalf of tenants and assist tenants to prepare for and understand NCAT processes and procedures. You will also be required to represent tenants at NCAT hearings, locally or in regional areas.
- Work individually with clients and as part of a team to provide current and correct advice and advocacy at all times.
- Show initiative in understanding the deeper issues at play
- Be a great team player amongst the organisation and its partners

Travel Requirement

Tenancy Advocates are required to travel frequently to attend face to face meetings and attend NCAT hearings.

Both tenancy advocate positions are based in Batemans Bay and will service a catchment area from North Wollongong to Eden, Albury, Wagga Wagga, Griffith, Queanbeyan and Goulburn.

Benefits

- Murra Mia offers an inclusive culture which embraces the diversity of its people
- In-house and external training
- Access to company car
- Mobile phone
- 10% super & salary sacrificing

Essential Criteria

- Previous tenancy experience (*or similar experience in property management, advocacy, case management, housing or legal*)
- Good computer literacy
- High level of written and verbal communication skills
- An ability to advise/support/present/represent Aboriginal clients in the Tenancy Tribunal (NCAT) (training provided)
- Possess an understanding of Aboriginal housing issues and community needs and must be able to relate, and show empathy, to our clients' needs
- Work as part of a team, and understand and work to a service plan
- Be reliable, punctual, and work with or without supervision
- Liaise with government departments, support agencies, and social housing providers
- Interpret relevant legislation and understand applicable housing policies and Acts

Desirable Criteria

- Identified persons preferred but not essential
- Previous skills in tenancy advocacy and advice work
- Legal training
- Housing management experience, either private rental or social housing
- Case management background

The position is an identified-preferred position under Section 9A of the NSW Anti Discrimination Act 1977 (but not essential)

How to Apply

To apply online, please submit your resume with a cover letter addressing the criteria on the appropriate APPLY link.

Alternatively, for a confidential discussion, please contact Katrina Soucoulтанos at katrinas@bloomhr.com.au, quoting Ref No. 923219.

Applications for this role close on 27 January.

**Click for further
information and a link
to apply**