



Senior Project Officer Community Infrastructure

- **Aboriginal Affairs**
- **Temporary Full-Time to 31 May 2022**
- **Location: Sydney, however regional locations will be considered, flexible working options available**

About Aboriginal Affairs

Aboriginal Affairs works with Aboriginal communities to promote social, economic and cultural well-being through opportunity, choice, healing, responsibility and empowerment. Aboriginal Affairs is proud to be a leader in Aboriginal employment and development. Over 50 per cent of staff across the agency, including senior leadership, identify as Aboriginal. We are also committed to providing a culturally safe and supportive workplace for all staff. Our agency works very closely with Aboriginal communities across NSW, and our staffing reflects the diversity of these communities. To learn more about the work that Aboriginal Affairs does please visit: aboriginalaffairs.nsw.gov.au

About Land and Economy

As part of the Community Infrastructure team, within the Land and Economy Directorate the Senior Project Officer works across government agencies to facilitate partnerships to address priorities impacting discrete Aboriginal communities and broker solutions to matters requiring cross-agency collaboration with, and for Aboriginal communities. The role is responsible for coordinating AAs contribution to the Aboriginal Communities Water and Sewerage Program including completion and implementation of a communication strategy and plan and a governance review in collaboration with the Program Steering Committee. The role will be required to provide advice and support the work of the team in matters impacting discrete Aboriginal communities such as Emergency Management, Asbestos, contamination and waste, municipal infrastructure, and services.

About the role

To be successful in this role, you will have strong project management skills, coupled with high level written communication skills to write complex documents and verbal communication to engage with a range of people including Aboriginal people, government stakeholders and internal managers and executive.

The role:

- Provides high level strategic advice and information on emerging community infrastructure issues in Discrete Aboriginal Communities to support project development and delivery in line with established plans, budgets, timeframes, policy objectives and other project and priorities.
- Project Manages workstreams of the Aboriginal Communities Water and Sewerage Program that are the responsibility of Aboriginal Affairs including Communication Plan and Strategy and a review of the governance structure.
- Work directly with Aboriginal community stakeholders as and when required to support the work of the community infrastructure team and other initiatives as required. Experience in either working with Aboriginal communities and/or in the emergency management portfolio will be highly valued.

Essential requirements

Demonstrated ability to communicate sensitively and effectively with, and understand issues impacting on Aboriginal and Torres Strait Islander peoples.

How to apply

To apply, you will need to attach the following in either Word or PDF format:

- a cover letter (max. 2 pages)
- your resume (max. 5 pages)
- completion of the pre-screening question

Please note: no paper-based, email-based or late applications will be accepted. If you are successfully progressed to interview, you will be required to provide your proof of identity information and complete a CRIMTRAC declaration.

Closing Date: Monday 2 August 2021 (11:59 PM)

For enquiries about this role, please contact Julia Strano, Manager of Community Infrastructure on (02) 8575 1055 or at Julia.Strano@aboriginalaffairs.nsw.gov.au

To apply online please visit iworkfor.nsw.gov.au website and refer to the following Reference numbers [00008E01](#)