

Project Officer, Geographic Names Victoria

Location: Melb CBD

Salary: \$87,640 - \$99,438 + super.

Position No: 50937618

Info: Rafe Benli, Team Leader

(03) 9194 0281 rafe.benli@delwp.vic.gov.au

- Apply your in-depth knowledge of Aboriginal culture and ability to communicate with Aboriginal communities
- Stakeholder and project management, communication, problem-solving and advanced computer skills
- Location: Melbourne CBD

An opportunity to work in a flexible and supportive team to deliver engagement initiatives with Traditional Owners, supporting the revival, promotion and adoption of indigenous languages across Victoria.

The Project Officer will support the Geographic Names Victoria (GNV) team and be the conduit between GNV and Victorian Traditional Owners. The role will work collaboratively with DELWP's Aboriginal Self Determination Branch (ASDB) and the departments Aboriginal Inclusion Coordinators to deliver engagement initiatives with Traditional Owners, supporting the revival, promotion and adoption of Indigenous languages across Victoria.

In addition, the role will see engagement with key contacts across the Victorian Government, assisting departments and authorities in naming roads, feature and localities. There will also be an opportunity to assist in researching, writing letters, drafting promotional material and assisting in organising events.

This position is classified as an "identified position" aimed at increasing employment opportunities for Australian Aboriginal and/or Torres Strait Islander People. The position requires an in-depth knowledge of Aboriginal culture and an ability to communicate with Aboriginal communities. Australian Aboriginal and/or Torres Strait Islander people are encouraged to apply.

- You will have the opportunity to negotiate with Traditional Owners to increase the use of Aboriginal language in the naming of roads, features and localities.
- You will help Geographic Names Victoria lead reconciliation through the naming of places with Aboriginal language.

Specialist/Technical Expertise/Qualifications

- Demonstrated in-depth knowledge of Aboriginal culture and an ability to communicate with Aboriginal communities.
- Experience in managing multiple projects with demonstrated results.
- Negotiating with and influencing stakeholders.
- Knowledge of the Geographic Place Names Act 1998 and the Naming rules for places in Victoria is highly desirable.
- Current Victorian Drivers Licence.

This is a fixed term position available for a period of 2 years.

To be considered for this position, your application should include a supporting statement demonstrating that you meet the Key Selection Criteria detailed in the position description, including the Specialist/Technical Expertise/Qualifications and Knowledge and Skills sections.

For further information please refer to the position description.

Applications close at midnight on Tuesday, 8 December 2020.

Other relevant information:

Preferred candidates will be required to undertake pre-employment screening, including a Declaration and Consent form and a National Police Check.

This position has been approved for Australian Aboriginals and/or Torres Strait Islander People. It is a designated position under the 'special measures' section 12 of the Equal Opportunity Act 2010. Only Australian Aboriginal and/or Torres Strait Islander people are eligible to apply for this position. Applicants will be required to provide a completed Aboriginality form.