

Place Manager, Grade 9/10 (Identified) Aboriginal Housing Office

Do you want to make a difference and contribute achieving better outcomes for Aboriginal people?

- **Amazing opportunity to join and contribute to building stronger Aboriginal families and communities based in Dubbo.**
- **12 month temporary opportunity**
- **Salary commencing at \$110,745 plus superannuation**

This is an identified recruitment activity conducted in accordance with Rule 26 of the Government Sector Employment Rules 2014 in relation to the employment of eligible persons. This role is for Aboriginal and/or Torres Strait Islander people.

The AHO currently delivers the Services Our Way (SOW) program across 17 LGAs in NSW and is expanding. SOW is an Aboriginal, client-led, trauma informed support coordination service for vulnerable Aboriginal and Torres Strait Islander people and families. It provides culturally appropriate advocacy and service coordination, with a whole-of-family localised approach.

About the Role

As the Senior Program Officer, Place Manager, you will support the delivery of SOW programs to make a real difference and deliver outcomes to Aboriginal and Torres Strait people and communities. You will do this through:

- Design, implementation and coordination of SOW programs in line with organisational objectives and project management methodologies to deliver effective business unit outcomes and meet client service delivery needs.
- Leading a team to provide targeted support to vulnerable Aboriginal people and families within defined program parameters.
- Coaching and mentoring your immediate team and the wider AHO and DPIE stakeholders to facilitate effective program management and implementation.
- Provision of proactive and evidence-based advice, reports, and briefing notes to senior leaders, to ensure matters that impact current business and future decision-making are considered.
- Engagement and consultation with stakeholders, including District staff and service delivery partners, to ensure programs align with service delivery needs and requirements while achieving desired outcomes.

For more information on the role please review the [role description](#) and [supplementary role information sheet](#)

About You

You will share our vision of ensuring every Aboriginal person in NSW has equal access to, and choice in, affordable housing and supporting vulnerable Aboriginal and Torres Strait Islander people and families to achieve their goals.

You will be experienced in working in an autonomous environment and structure with a strong ability to set priorities and project manage regarding the work you require to deliver and that of the team. A keen sense of emotional intelligence will assist you in this position combined with a passion for diversity and inclusion in your interactions and decision-making processes, in dealing with client services and service providers of SOW programs.

Additionally, as a welcomed and valued member of our team. You will have:

- Tertiary qualifications in a related discipline and/or equivalent knowledge, skills and experience with demonstrated commitment to ongoing professional development.
- Demonstrated understanding of Aboriginal cultural beliefs and attitudes and of the socio-economic position of Aboriginal people within Australian society.

How to apply and recruitment process information

To apply for this great opportunity, submit your current resume and a cover letter detailing why you would be the perfect fit for this role.

To discuss the details of the role, please contact **Nattalie Smith, Director Policy and Evidence** at Nattalie.smith@aho.nsw.gov.au or on **0410 440 787**. Please don't hesitate to get in touch if you require any adjustments or others needs you may have during the recruitment process.

Appointments are subject to reference checks. Some roles may also require the following checks/clearances:

- National Criminal History Record Check in accordance with the *Disability Inclusion Act 2014*
- Working with Children Check clearance in accordance with the *Child Protection (Working with Children) Act 2012*

A recruitment pool may be created for ongoing and temporary roles of the same role or role type that may become available for filling over the next eighteen months.

About the Aboriginal Housing Office

The Aboriginal Housing Office is part of the Department of Planning, Industry and the Environment. (DPIE). The AHO is a statutory authority, established under the *Aboriginal Housing Act 1998* (NSW) and plans, administers and expands the policies, program and asset base for Aboriginal housing in NSW. To find out more about our exciting programs and what we do, head to our website: aho.nsw.gov.au

Our commitment to flexible working

The Department of Planning, Industry and Environment is committed to ensuring the sector reflects the NSW community it serves. We support an inclusive workplace where staff have access to opportunities and resources at all levels, enabling our team members to drive innovation, productivity and delivery of high-quality services. We are open to discussing flexible working arrangements and encourage our people to explore new ways of working - including part-time, job-share or working from different locations. Everyone can ask about it.

Our commitment to Diversity

The Department of Planning, Industry and Environment strives to be an inclusive workplace for all people. We recognise that we operate in a diverse community and welcome and encourage applications from all ages and genders, Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse groups, the LGBTIQ+ community, veterans, refugees and people with disability.

Applications Close: 15 February 2021 at 11.55pm

To apply online please visit iworkfor.nsw website and refer to the following keyword: 514842