

Senior Project Officer, Targeted

- Utilise your advisory, strategic, stakeholder management skills and experience in a dynamic role
- Opportunity to join and contribute to Aboriginal Housing Office (AHO) growth and culture where no two days are the same!
- Temporary full-time role until June 2022, based in Parramatta
- Generous remuneration package. Salary from \$111,077 to \$122,404 (plus super and annual leave loading)
- Aboriginal candidates are strongly encouraged to apply

The Aboriginal Housing Office (AHO) is currently seeking a Senior Project Officer to join their team.

As a **Senior Project Officer**, you will co-design, deliver and evaluate pilot programs in client housing experience improvements focused on sustaining tenancies and supporting people to achieve their housing and non-housing aspirations over the long-term.

You will listen to and talk with tenants, communities, Aboriginal organisations and government agencies to understand where the greatest needs are and to co-design the local solutions that communities need. You will also work with housing agencies to develop better systems and processes, together with new products that meet people's needs.

About You

To be successful in this role, you will have well-developed strategic, conceptual, investigative, analytical and project management skills with the ability to exercise appropriate judgement and initiative. You will also be people-oriented and possess strong collaboration and relationship management skills which enables you to build and maintain effective working relationships with stakeholders.

The key to your success will be exceptional communication skills, both verbal and written, and a high attention to detail. It is essential that you are highly organised with strong administrative skills which enables you to effectively coordinate and schedule a diverse range of tasks. Previous experience in development and implementation of community-based programs in the social housing sector will be highly regarded.

This role is open to all applicants; however Aboriginal candidates are strongly encouraged to apply.

About Us

The Aboriginal Housing Office (AHO) is part of the Department of Planning, Industry and 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. This includes resource allocation, sector-wide policy, strategic planning, and monitoring outcomes and performance in the Aboriginal community housing sector.

Applying for the role

Applicants must address their suitability by supplying an updated copy of their resume and a brief cover letter that outlines your skills and experience relevant to the role.

Additional Contact information

If you have questions about the AHO and how it keeps Aboriginal culture at the centre please contact: Mick Higgins on (02) 8836 9411 or via email michael.higgins@aho.nsw.gov.au

Aboriginal candidates requiring support with the application process please contact: Nakali Carroll from Yarn'n on (02) 9319 4000 or via email nakali@yarnn.com.au

Additional information

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.

Closing Date: Thursday, 13 May 2021 at 11:55pm

Enquiries Contact: Terry Jamieson, Manager, Pathways to Positive Client Outcomes on 0400 828 379 or via email at terry.jamieson@aho.nsw.gov.au

To apply, visit iworkfor.nsw.gov.au and quote job reference number: [515708](https://www.ahonsw.gov.au/jobs/15708)