

Aboriginal Service Coordinator

Selection Criteria

Essential Criteria

1. This is an Identified Aboriginal position;
2. Ability to effectively communicate and work with local Aboriginal and/or Torres Strait Islander communities as well as work co-operatively and liaise effectively with a variety of different community organisations and stakeholders, particularly over the phone;
3. Knowledge of the social justice issues in Aboriginal and Torres Strait Islander communities;
4. Willingness to undertake professional development and training;
5. Community development skills or experience in the community sector;
6. Sound oral and written communication skills;
7. Computer literacy skills including word processing, database, internet and e-mail applications; and
8. Commitment to social justice.

Highly Beneficial Criteria

1. Any counselling, case management background, financial counselling or legal training;
2. Familiarity with financial services, including insurance law, regulation and practice, or interest in acquiring knowledge in these areas;
3. Familiarity with consumer issues;
4. Knowledge and/or experience relevant to setting up and promoting assistance services;
5. Communications, social media, and/or campaigning skills; and/or
6. Ability to travel to regional and remote areas of Australia for several days at a time.