



JOB PACK

*Program Lead, Alexandria Park
NASCA Young Women's Academy*

Acknowledgement of Country

NASCA acknowledges and pays respect to the Traditional Owners and Custodians of country throughout Australia. We honour and respect the cultural heritage, customs and beliefs of all Aboriginal and Torres Strait Islander people. We recognise that Aboriginal and Torres Strait Islander peoples have spiritual social and cultural connections with their traditional lands and waters. We would like to express our sincerest gratitude to the communities on whose land NASCA works.





Position Overview

The Program Lead works with students enrolled in the NASCA Academies to improve school attendance and ultimately school performance, develop career pathways and work-ready skills, and strengthen cultural pride and identity through life skills, personal development and long-term resilience.

Position Title	Program Lead
Reports To	Team Leader - Alexandria Park
Location	Alexandria Park Community School Alexandria Park
Employment Status	Full Time
Remuneration	Salary based on qualifications and experience, plus superannuation and optional salary packaging benefits.
Allowances and other Benefits	Statutory leave provisions. One day of cultural or ceremonial leave per year. The opportunity to have a 35 hour working week, and up to 20 days of additional paid leave per year.

About NASCA

Founded in 1995, NASCA is proudly 100% Indigenous-led.

We empower young Aboriginal and Torres Strait Islander people to be proud, strong and successful.

We support student education and wellbeing through connection to culture and community. Our role models deliver programs that engage young people through culture, sports and arts to inspire growth, achievement and success.

Our Vision

A proud, prosperous, healthy Australia, where Aboriginal and Torres Strait Islander young people thrive.

Our Values



INTEGRITY - NASCA operates an ethical, legal, accountable, diligent and transparent organisation.



EXCELLENCE - NASCA strives for the highest achievement in all aspects of our work, across our individual and community action.



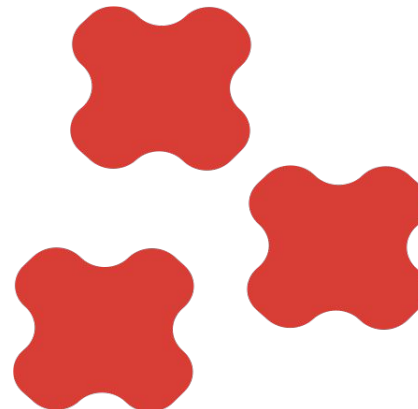
TRUST - NASCA's value of trust is realised in our openness and honest approach, creating positive relationships with our young people, communities, partners and funders.



CULTURAL PRIDE & INCLUSION - Pride in our Aboriginality permeates throughout our work, informing our programs and activities and inspiring our young people to strengthen and enhance their cultural identities.



COLLABORATION - NASCA values the contributions made by community organisations, individuals and professionals to realise positive social change for Aboriginal and Torres Strait Islander young people.



ABOUT THE ROLE

A Program Lead:

- Mentors and supports First Nation students aged between 12-18yrs, including facilitating and presenting workshops, and providing in-class tutoring and outside class assistance.
- Supports students through cultural and physical education activities, life skills and school engagement activities, excursions and community engagement.
- Prepares lesson plans and coordinates resources for program delivery, and collects data about the student outcomes for reporting purposes.
- Works in a team within schools, and from time to time works weekends and overnight to run residential programs and camps.
- Reports to and is supported by a local Team Leader, and Regional Program Manager.

Must haves:

- Qualifications or experience in one of the following disciplines: teaching, social sciences, youth and community services, Indigenous studies, coaching, or health.
- Drivers Licence.
- Working with Children and AFP clearances.
- Understanding of issues facing young Aboriginal and Torres Strait Islander people.

Typical day:

- Providing in-class support to students to support their learning.
- Facilitating a hands on and engaging 1hr pre-determined workshop for students based on the NASCA values.
- Liaising with School staff on a student-specific need.
- Chatting with a community Elder to coordinate an upcoming cultural event.
- Brainstorming with program co-workers to come up with new ideas for making program activities better.
- Taking appropriate photos for social media.
- Collecting attendance data about student outcomes for reporting and to improve the program delivery.

Primary purposes of the role:

- Deliver NASCA programs in schools including program planning, coordination and implementation.
- Maintain meaningful relationships with community members and stakeholders.
- Design and implement program content, materials, and resources – including writing lesson plans and content for young learners.
- Undertake, as required, daily bus pickups and drops off.
- Provide mentoring and assessment support such as in Class and outside class academic Support, eg. 1 to 1 tutoring/mentoring.
- Provide NASCA Life Skills and School Engagement activities, eg. cooking, creative arts, leadership, CV creation, goal setting, job-ready skills.
- Provide, as required, a healthy breakfast program to NASCA students.
- Organise physical education activities that include Traditional Indigenous Games.
- Organise after school and weekend activities and excursions.
- Facilitate community activities, eg. fostering opportunities for cultural exchange between community, NASCA and school.
- Co-create Personalised Learning Pathway Plans for NASCA students.



WHO WE ARE LOOKING FOR

Desired skills and experience:

- Program and project planning, coordination, management and implementation.
- Facilitation skills, presenting or working with children and young people.
- Stakeholder engagement and relationship management.
- Experience and knowledge of Aboriginal and Torres Strait Islander education programs for young people (ages 5-18yrs).
- Experience with engaging with Aboriginal and Torres Strait Islander communities and organisations.
- Excellent interpersonal and communication skills.
- Excellent organisation and effective time management, able to manage competing priorities.
- Proactivity with a high degree of autonomy and initiative.
- Problem-solving and critical thinking.
- Qualifications in one of these areas: teaching, social sciences, Indigenous studies, coaching, youth and community services, or health.





How to Apply

Submit an application as soon as possible.
Applications are reviewed upon submission.

Submit a completed application via email to jobs@nasca.org.au

You will need to send **both items listed below** to be considered

1. **Resume** - including relevant experience to make it easier for us to work out how your experience matches what we're looking for. Please include references and your contact details.
2. **Cover Letter** - tell us about you, why you want to work at NASCA and what key attributes, skills and experience you would bring to the role of Program Lead. Share your story.

For more information: contact the NASCA team on 02 8399 3071 or via jobs@nasca.org.au

*FIRST NATIONS AUSTRALIANS ARE
STRONGLY ENCOURAGED TO APPLY*

