



# JOB PACK

*Program Lead, Northern Territory*

## *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.



NASCA has been working in remote communities in the Northern Territory for almost 20 years. Our focus is to increase school engagement and support positive outcomes for young Aboriginal participants in Central Desert communities. Partnering with nine remote schools, we work in each community delivering hundreds of hours of mentoring, personal development activities, and community events.

The successful applicant for the Program Lead position will have the exciting opportunity to play a role working with NASCA and the NT Regional Program Manager to shape the strategic redesign of our NT program.

## Position Overview

<b>Position Title</b>	NT Program Lead
<b>Role Objective</b>	The Program Lead works with the NT program manager to deliver the NASCA program across the Northern Territory.
<b>Reports To</b>	NASCA Northern Territory Program Director
<b>Location</b>	Mparntwe (Alice Springs), Northern Territory
<b>Employment Status</b>	Full Time (Part Time will be considered)
<b>Remuneration</b>	Base salary of \$70-\$75K subject to skills and experience, plus superannuation and optional salary packaging benefits.
<b>Allowances and other Benefits</b>	35 hour working week; statutory leave provisions; 1 day of cultural or ceremonial leave per year.
<b>Ideal Start Date</b>	ASAP





# About NASCA

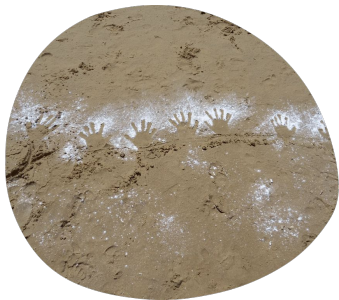
**Founded in 1995, NASCA is proudly 100% Indigenous-led and governed.**

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.



# The Role

## The NT Program Lead will:

- Deliver the NASCA NT Program in remote communities in accordance with the requirements of our funding agreement.
- Assist with the organisation and implementation of cross-program resources, events, and activities.
- Support program reporting and administration requirements.
- Support the development and maintenance of meaningful Territory-wide relationships with stakeholders.
- Support the NASCA NT volunteer program.
- Assist the NT Program Director across all aspects of our program delivery in the NT.

## Must Haves

- Qualifications or experience in one of the following disciplines: teaching, social sciences, youth and community services, Indigenous studies, coaching, or health.
- Experience in engaging with Aboriginal and Torres Strait Islander communities and organisations and an understanding of issues facing young Aboriginal and Torres Strait Islander people.
- Cross cultural competency and awareness training and passion for social justice and equality.
- Drivers Licence.
- Working with Children and AFP clearances.
- Current First Aid qualifications, or the willingness to undertake and maintain qualification.

## Typical Activities

- Delivering a program in NT communities alongside NASCA volunteers.
- Providing remote support to NASCA schools and communities.
- Researching and developing program content.
- Planning school based classroom and community activities.
- Evaluating a program and writing a report on activities.
- Volunteer management.





## PRIMARY PURPOSES OF THE ROLE

- **Program planning and implementation:** including planning and resourcing program content, lesson plans, and materials for activities with children and young people.
- **Community engagement:** engage with Territory representatives and develop and maintain meaningful working relationships.
- **Volunteer engagement:** assist with the management of volunteer recruitment processes including recruitment, training and logistical outcomes..
- **Evaluation and reporting:** Use NASCA NT evaluation tools to collect data and stories from relevant stakeholders including schools, volunteers, students and community members to inform ongoing program evaluation.
- **Logistics support:** Liaise with NASCA program support teams to ensure coordination of any required travel, accommodation and catering logistics for program delivery teams.
- **Program communications:** Contribute to program marketing materials, and liaise with program volunteers about upcoming opportunities and assignments.
- **Other duties:** undertake other duties as required, including supporting the NT Program Manager in delivering an effective, outcomes-based program in the NT.

## DESIRED SKILLS AND EXPERIENCE

- Program management and implementation
- Excellent interpersonal skills and experience in stakeholder engagement and relationship building and management.
- Experience and knowledge of Aboriginal and Torres Strait Islander education programs for young people (ages 5-18 years).
- Experience with engaging with Aboriginal and Torres Strait Islander communities and organisations.
- Understanding and practice of respect for people across a range of backgrounds and cultures.
- Strong facilitation and presentation skills for a range of audiences, including young people.
- Excellent organisation and effective time management skills.

# Selection Criteria

**Please start your application** by providing a summary of how your experience demonstrates your ability to meet the primary purposes of the role as listed on slide 5 (max. 300 words).

**Please also tell us about your:**

1. Experience working with young people (particularly Aboriginal and Torres Strait Islander young people).
2. Relevant professional knowledge, education and other work experience.
3. Knowledge and understanding of challenges faced by Aboriginal and Torres Strait Islander young people.
4. Experience with program creation and implementation for young people.
5. Experience in working with a team and your ability to be flexible and adaptable.
6. Excellent interpersonal skills and the ability to build relationships and to work in partnership with schools and diverse community groups.
7. Willingness to travel to program sites and undertake week-long residential programs.
8. Personal commitment to the vision and values of NASCA.

*First Nations people are  
strongly encouraged to apply*





# How to Apply

## **Submit a completed application as soon as possible**

Applications will be reviewed on submission

Please include the following:

1. Cover Letter - that tells us about you, why you want to work at NASCA and what key attributes, skills and experience you would bring to the role of NT Regional Program Manager. Share your story. (One page)
2. CV - that includes 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.
3. Response to the Selection Criteria including examples. If you find it hard to answer a question because you don't have direct work experience, show us that you are capable of doing the job because you have applicable skills and knowledge. (Maximum three pages)
4. Your NT Working With Children Clearance (Ochre Card) number or application number.

## **Send everything to:**

[jobs@nasca.org.au](mailto:jobs@nasca.org.au)

## **For more information:**

Contact NASCA's People and Culture Manager, Jenna Moss, on 0447 903 859.