

NASCA

NASCA Young Women's Academy
Program Lead - Singleton High School -
(Maternity Leave position)



Our Vision

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

We empower Aboriginal & Torres Strait Islander young people to:

- Strengthen cultural pride and identity
- Improve social and emotional well-being
- Improve school attendance, performance and attainment
- Develop specific career pathways and work ready skills
- Build life-skills, personal development and long term resilience

**In 2022 & 2023:
NASCA had over
95% graduation
rate, compared
to NSW average
of 43%**



Who we are

- NASCA is a 100% Indigenous governed and led organisation with 95% of program staff identifying as Indigenous.
- Established in 1995 we have supported over 17,000 young people.
- In 2023, we supported over 1,500 young people.
- We work across New South Wales with 16 Young Women's Academies, five Co-Ed Academies and in nine remote communities across the Northern Territory.

What we do

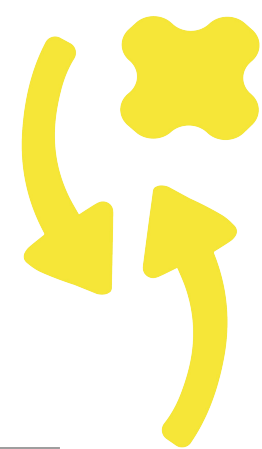
- We connect our young people to **CULTURE**, to build a sense of belonging, and increase self-esteem which leads to improved social and emotional well-being.
- We support young people in their **EDUCATION**, mentoring and helping them to build pathways for future educational and employment opportunities.
- We are by **COMMUNITY**, for Community. Our staff have the lived experience and shared cultural knowledge to provide the right support to the young people they work with.

[NASCA: Culture, Education, Community](#)



Our unique approach means our young people experience better outcomes in:

- Connection to Culture
- Wellbeing
- Education and employment



Position Overview

The objective of the Program Lead role is to work 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	Program Lead
Reports to	Team Leader
Location	Singleton High School
Employment Status	Full-time 6 months maternity leave position
Remuneration	Salary base \$70,399, plus superannuation and optional salary packaging benefits.
Allowances and Other Benefits	• Competitive Base salary + NFP salary packaging (package up to \$15,900 tax free) plus meals and entertainment benefit (up to \$2,650) + Remote Area Benefit for eligible staff (https://www.cbb.com.au/uploads/Brochure-Remote-Area-Benefit.pdf) • Employee Assistance Program - Independent confidential counselling service; • Growth and Development budget • Wellbeing assistance and tools to take care of your mental and physical wellbeing so you can do your best work • 6 weeks paid parental leave (minimum tenure applies) • 4 weeks of annual leave plus the potential of up to 21 additional days of AL • 1 day of cultural or ceremonial leave per year

Position Overview cont'd



Key Responsibilities

- Deliver NASCA programs in schools including program planning, coordination and implementation.
- Maintain meaningful relationships with students, community members and the school.
- Undertake, as required, daily bus pickups and drops off.
- Mentor and support First Nation students aged between 12-18yrs, including facilitating and presenting workshops, and providing in-class tutoring and outside class assistance.
- 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.
- Create Personalised Learning Pathway Plans for NASCA students.
- Works in a team within schools, and from time to time works weekends and overnight to run residential programs and camps.
- Other duties as requested.

Desired skills and experience:

- Qualifications in one of these areas: teaching, social sciences, Indigenous studies, coaching, youth and community services, or Health.
- Facilitation skills, presenting or working with children and young people.
- Stakeholder engagement and relationship management.
- 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.

Typical Day

- Providing in-class support to students to support their learning.
- Facilitating a hands on and engaging 1hr workshop for students based on the NASCA values.
- Liaising with School staff on a student-specific need.
- Chatting with a community members 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.

Must haves:

- Formal qualifications in a relevant area and/or relevant management experience.
- Experience in a not-for-profit Aboriginal organisation.
- A drivers licence.
- Working with children and AFP clearances.
- Cross-cultural intelligence.
- Passion for social justice and equality for First Nation peoples.



Essential Criteria

Please write your responses in a separate document and attach it with your application.

Please ensure you **respond to all of the essential criteria listed below**. Your answers must address each point clearly and follow the word limits provided for each question. Applications that do not respond to these criteria may not be considered.

Qualifications and experience (Max 150 words):

1. Relevant qualification or experience in Education, Community development/management, Social sciences, counselling, sport/health, Indigenous studies, mentoring/leadership or similar field.

Culture & Understanding (Max 200 words):

2. Knowledge and understanding of challenges facing Aboriginal and Torres Strait Islander people, and experience working with Aboriginal and Torres Strait Islander young people and/or families.

Program & Content Development (Max 150 words):

3. Proven skills in and facilitation of group activities/workshops for young people.

Stakeholder Engagement & Relationship Management (max 200 words):

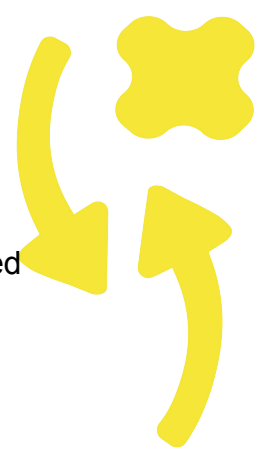
4. Excellent interpersonal and communication skills, and a proven ability to develop and maintain respectful relationships with families, schools and community organisations working collaboratively with a number of stakeholders.

Team work (Max 150 words):

5. Demonstrated ability to work effectively in a dynamic, demanding team environment with competing deadlines and priorities without supervision.

Cultural Mentoring & Coaching (Max 150 words):

6. Experience in a mentoring/leadership/advocacy position with Aboriginal and Torres Strait young people and/or families.



How to Apply

Please create an Employment Hero profile and submit your Resume and Essential Criteria Responses

You will need to submit **the 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. **Essential Criteria Responses:** To proceed to a panel interview, please respond to all our **essential criteria listed in page 7**. Please ensure you:
 - Answer each question clearly
 - Stay within the specified word limit
 - Submit your responses as a separate document (PDF format), attached with your application**Please note that incomplete applications that do not address the selection criteria for the position will not be considered.**
3. **Create** an Employment Hero profile via [this link](#).
4. **Submit** your CV and Essential Criteria Responses via your Employment Hero profile.

Applications close on Sept 8th.



NASCA VALUES

- Cultural Pride & Inclusion
- Collaboration
- Excellence
- Integrity
- Trust

NASCA
CULTURE EDUCATION COMMUNITY