

Aboriginal and Torres Strait Islander Histories and Museums Officer

Position Description

Directorate	Community & Environment	Department	Cultural Services
Reports To	Local History Leader	Direct Reports	No
Queensland Local Government Industry Award - State 2017 - Stream	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services.	Moreton Bay Regional Council Certified Agreement 2022 EBA5 Wage Level	Schedule 1, Level 5

Position Purpose

This position will preserve and promote Aboriginal and Torres Strait Islander peoples' culture and the history of our City, facilitating the appropriate development and delivery of stories and histories through Heritage and Museums experiences.

Key Responsibilities and Outcomes

As an Aboriginal and Torres Strait Islander Histories and Museums Officer and member of the Cultural Services department you will:

- Work closely with Aboriginal and Torres Strait Islander peoples in our City to support appropriate collecting and sharing of stories, history, and culture.
- In consultation with Aboriginal and Torres Strait Islander peoples, design, plan and deliver programs and experiences that bring to life Aboriginal and Torres Strait Islander peoples' stories and culture.
- Participate in research and consultation, develop content, and deliver protocols and projects with appropriate cultural knowledge and interpretations to share history and culture through Heritage and Museums' information, collections, exhibitions, and public programs.
- Build high-quality relationships with Traditional Custodians and other internal and external stakeholders, suppliers, and contractors to meet Cultural Services outcomes.
- Work with internal and external stakeholders to oversee the care, repatriation, and maintenance of Aboriginal and Torres Strait Islander peoples' objects within the Heritage Collections, supporting their integrity and conservation for future generations.
- Maintain industry knowledge regarding national trends, including Indigenous Cultural and Intellectual Property (ICIP) considerations, and contemporary Aboriginal and Torres Strait Islander peoples history and museum protocols.
- Contribute an Aboriginal and Torres Strait Islander peoples perspective to the outputs of the Heritage and Museums network and be an active member of the broader Team.

Our Values

Our values shape the way we behave, how we interact with each other and our customers. They underpin our decision making and are our guiding principles for how we work every day. As a Team Member you will take individual accountability for demonstrating the values expectations and behaviours.

SERVICE

TEAMWORK

INTEGRITY

RESPECT

SUSTAINABILITY

Decision Making

<i>Budget</i>	N/A
<i>Delegations</i>	Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience

- Solid level of experience in building strong working relationships with Traditional Custodians and a suite of internal and external parties within a matrix service delivery model.
- Well-developed skills in project and service delivery which support the outcomes across Council's history and museums strategic objectives.
- Well-developed skills in document management and business writing.
- Highly-developed engagement and communication skills, with a demonstrated ability to inform and educate others, and form strong working relationships.
- Experience in researching cultural provenance and protocols and negotiating appropriate permissions for the sharing of Aboriginal and Torres Strait Islander peoples stories and objects.
- Well-developed skills in working as a member of a high team performing team.

Qualifications

- Under section 25 of the *Anti-Discrimination Act 1991 (Qld)*, it is a genuine occupational requirement for the incumbent to be of Aboriginal and/or Torres Strait Islander descent
- Ability to demonstrate cultural authority and credibility with Traditional Custodians and local Aboriginal and Torres Strait Islander communities.
- Current Confirmed Suitability for Child Related Employment from the Blue Card Services, Public Safety Business Agency (Working with Children Check) or ability to confirm suitability within two months of engagement.
- Current C class driver's licence.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.