



POSITION DESCRIPTION – TEAM LEADER

Position Title	Senior Cultural Governance Partner	Department	Community Programs
Location	Katherine, Northern Territory	Direct/Indirect Reports	25+
Reports to	Regional Manager, Katherine	Date Revised	June 2021
Industrial Instrument	Social Home Care and Disability Services Award		
Job Grade	Job Grade 5	Job Evaluation No:	HRC0038731

Red Cross is committed to building long-term and respectful partnerships by working with Aboriginal and Torres Strait Islander people, communities and organisations to determine and lead their own solutions. To support this commitment, Red Cross is determined to build our capacities through meaningful and rewarding employment and Volunteering opportunities for Aboriginal and Torres Strait Islander people.

■ Position Summary

Working with community, the Senior Cultural Governance Partner will identify Community Cultural issues to design an Aboriginal Governance Structure to lead & support the community, governments, businesses and NGO's to make a positive contribution to Aboriginal self-determination. In addition to community development the Senior Cultural Governance Partner advises local & national stakeholders including the Red Cross Executive, Red Cross Board, the A&TSI Wellbeing & Place Based Programs. The Senior Cultural Governance Partner will also facilitate appropriate Cultural Competency training & awareness with Red Cross Staff, Volunteers, Board members, and other Organisations to ensure their culturally appropriate behaviour & respect.

■ Position Responsibilities

Key Responsibilities

- Work with Traditional Owners in the Katherine Region, lead them in a process to develop and implement culturally appropriate approaches & solutions, including amplifying the voice of Traditional Owners in relevant forums on matters of importance to them.
- Lead the development of positive and respectful working relationships between Red Cross and the wider community.
- Develop Aboriginal & Torres Strait Islander priorities to feed into Australian Red Cross strategic goals
- Ensure that Red Cross activities in Katherine do not contradict Traditional Owner priorities & aspirations
- Contribute to ensuring that Red Cross practice is culturally appropriate, ensuring that Red Cross is a safe place for Aboriginal and Torres Strait Islander staff & volunteers.
- Facilitate and lead relevant meetings and networks within Australian Red Cross and the wider community.
- Have input into the recruitment and training of staff & volunteers to ensure culturally competent for relevant activities and maintain accurate records
- Ensure relevant participation in Red Cross Emergency Services activities including preparedness and training

■ Position Selection Criteria

Technical Competencies

- Understanding and experience in Aboriginal Law, Governance and Community Development.
- Experience working with Aboriginal and Torres Strait Islander people and people from CALD backgrounds
- Experience and/or training culturally diverse staff and volunteers.
- Warm, friendly manner and ability to develop and maintain good working relationships
- Ability to effectively lead people from different cultures and backgrounds
- Excellent communication and report writing skills
- Good presentation and training skills
- Highly developed organisational and time management skills
- Excellent records management and general office administration and a basic proficiency in MS Office

Qualifications/Licenses

- Acknowledged by community as a Traditional Owner and or Aboriginal Elder from Katherine
- A NT Working with Children check is a mandatory requirement for this role prior to commencement
- Current NT Licence to drive is required.

Behavioural Capabilities

- **Personal effectiveness | Achieve results |** Demonstrated ability to manage work and achieve the results committed to. Ability to evaluate progress and make adjustments needed to achieve goals. Accept responsibility for mistakes and learn from them.
- **Personal effectiveness | Being culturally competent |** Demonstrated understanding and appreciation of cultural differences and diversity in the workplace. Always displaying respect and courtesy to others and acknowledges cultural heritages and varying perspectives of team members.
- **Team effectiveness | Collaborating |** Demonstrated capability to work with others to reach common goals, sharing information, supporting and building positive and constructive relationships.

■ General Conditions

All Red Cross staff and volunteers are required to:

- Adhere to the 7 fundamental principles of Red Cross:
Humanity | Impartiality | Neutrality | Independence | Voluntary Service | Unity | Universality
- Act at all times in accordance with the Australian Red Cross Ethical Framework and Child Protection Code of Conduct
- Demonstrate skill, knowledge and behaviour to work with Aboriginal and Torres Strait Islander people in a culturally respectful way
- Comply with the Work Health and Safety management system
- Undertake a police check prior to commencement and every 5 years thereafter. Police check renewals may be required earlier than 5 years in order to comply with specific contractual or legislative requirements
- Support a child safe organisation by undertaking screening for suitability to work with children, youth and vulnerable people and to comply with relevant state/territory legislative requirements
- Assist the organisation on occasion, in times of national, state or local emergencies or major disasters