

JOB DESCRIPTION

Aboriginal Families Together Co-Design Specialist

ABOUT UNITING

Our purpose: To inspire people, enliven communities and confront injustice.

Our values: As an organisation we are **Imaginative, Respectful, Compassionate and Bold.**

At Uniting, we believe in taking real steps to make the world a better place. We work to inspire people, enliven communities and confront injustice. Our focus is always on the people we serve, no matter where they are at in their life.

Our services are in the areas of aged care, disability, child and family, community services, and chaplaincy and we get involved in social justice and advocacy issues that impact the people we serve. As an organisation we celebrate diversity and welcome all people regardless of disability, lifestyle choices, ethnicity, faith, sexual orientation or gender identity. We commit to respecting children and take action to keep them safe.

Uniting is the services and advocacy arm of the Uniting Church NSW & ACT and as such Uniting leaders understand, support and can express the mission and purpose of the Uniting Church.

ABOUT THE ROLE

Role Purpose

Uniting's 'Future Horizons' strategy seeks to maximise our impact by designing, piloting and proving up new solutions for some of our communities' most pressing challenges. Our goal is to transform unjust social structures and we see innovation as an important means for achieving this. Aboriginal Families Together is one of our key innovation projects. It is a response to the extenuating barriers faced by Aboriginal families in staying strong and together. Uniting is committed to reimagining the support and services accessible to vulnerable Aboriginal families; setting a precedent for early intervention in Aboriginal communities. [Click here to enter text.](#)

ROLE KEY ACCOUNTABILITIES

As the Aboriginal Families Together Co-design Specialist, you will have the opportunity to work with two communities across NSW to co-design a community owned solution that will keep Aboriginal Families Together. These communities are Dubbo and Nambucca. As an integral part of the Aboriginal Families Together (AFT) team you will work closely with a newly appointed Project Coordinator and both field sites who have developed deep connections with community through the provision of playgroups and family support

services. Through these connections, a series of consultations and research over the past 2 years, the field teams have established a strong foundation for progressing co-design.

As the Co Design Specialist, your role specifically will:

- Support the AFT Project Coordinator, Senior Leadership Team and site teams to develop a dynamic project plan that will see us design and create a new Aboriginal Families Together program or initiative
- Steward both field site teams through this plan by: building the capability of the site teams and community participants, facilitating workshops, collating findings and applying the cultural intelligence of your co-designers as you do this
- Support the development of social innovation capability and capacity in each of the two field teams through ongoing coaching and more formal learning and development sessions where appropriate
- Adapt existing co-design methods and tools to reflect more culturally appropriate ways where necessary
- Document insights, findings and learnings at each stage of co-design; and support ways of sharing and communicating these with the wider community
- Contribute to Uniting's wider understanding of culturally appropriate co-design approaches
- Travel regularly to between Sydney, Dubbo and Nambucca to develop relationships with regional stakeholders to achieve long-term strategic positioning of the project, working closely with local AFT teams in Nambucca and Dubbo
- Support the planning of a pilot where a new program or initiative emerges from the co-design
- Collaborate with experts to prepare an evaluation framework for the pilot

ABOUT YOU IN THE ROLE

As a staff member of Uniting you will celebrate diversity and welcome all people regardless of lifestyle choices, ethnicity, faith, sexual orientation or gender identity.

Your directorate:	Mission Communities and Social Impact
You'll report to:	Head of Aboriginal Strategy & Engagement

YOUR KEY CAPABILITIES

Individual leadership

- **Improving performance** - Works with others and offers suggestions to find ways of doing the job more effectively.
- **Owning the job** - Takes ownership for all responsibilities and honours commitments within their own role and strives to achieve goals with a "can-do" attitude to levels of excellence.
- **Perseverance** - Remains committed to completing the job in the face of obstacles and barriers.
- **Timeliness of work** - Sets achievable timeframes and works to complete projects, tasks and duties on time.

Business Acumen

- **Organisational Operation** - Displays awareness of Uniting's business objectives and understands how personal objectives relate to those objectives.

- **Organisational Objectives** - Has broad awareness of Uniting's vision and values and how they apply to issues in the team.
- **Develops and Grows the Business** – Understands team and organisational goals and works collaboratively with Team Members to achieve organisational goals.
- **Makes Sound Decisions** – Analyses problems, seeks input from relevant people and then takes appropriate action to implement the most effective solution in a timely manner.

QUALIFICATIONS & EXPERIENCE

Experience:

Typically this role will require 5 or more years' experience in your field of expertise.

- Experience in facilitating human-centred design (HCD) or participatory co-design processes. Experience with client experience and/or co-design in the community sector or with complex clients will be highly regarded.
- A strong interest and openness to adapting traditional HCD or participatory co-design for Aboriginal communities and cultural relevance. Experience working with Aboriginal communities will be well regarded but is not necessary for the role.
- Strong facilitation and research experience across a broad range of projects and approaches.
- Proven analytical skills, including demonstrated ability to develop evidence-based advice.
- Project management and relationship management experience providing high-quality project delivery within resource and time constraints; experience consulting to a range of stakeholders across multiple sectors, will be highly regarded.
- Demonstrated understanding and experience in developing and scaling social innovations with not-for-profits.
- Excellent communication (verbal and written) skills, and demonstrated ability to work with a wide range of audiences.
- The capacity and commitment to work in alignment with the values of Uniting NSW.ACT
- Current unencumbered driver's license and ability to travel

Employee Name:		Manager's Name:	
		Title	
Date:		Date:	
Signature:		Signature:	