



Position Description

Cultural Lead – Women’s Business

Willum Warrain Aboriginal Association provides cultural programs for the Aboriginal and Torres Strait Islander community on the Mornington Peninsula. The Gathering place is located at 10c Pound Road, Hastings. The Cultural Lead – Women’s Business role is responsible for the delivery of the Women’s Group and Bush Kids Playgroup program at Willum Warrain. We are looking for someone who is community minded, reliable, honest and hardworking. You will be able to multi-task, work to timelines, be able to work independently as well as under the supervision of the Executive Officer – Women’s Business.

We are looking for an additional team member who is:

- A strong understanding of Aboriginal culture and community
- A team player who is flexible and willing to work respectfully in an Aboriginal organisation
- Committed to delivery of culturally authentic programs

About you:

- Passionate about Aboriginal culture and the social and emotional wellbeing of our community
- Ability to learn on the job and give new tasks a go
- Demonstrable skills in facilitating programs
- Has good communication skills and a friendly demeanour
- Be well-organised, punctual and reliable

Key Selection Criteria:

Women’s Group and Bush Kids Playgroup

- Plan and deliver a culturally strong program each week for Women’s Group and Bush Kids Playgroup
 - Structure weekly program, organise required resources, budgeting
 - Ability to engage mixed ability community members
 - Program reporting: program costs, gathering acquittal evidence, evaluations and recording attendance

Social and Emotional Community Support

- Strong understanding of social and emotional wellbeing; intergenerational trauma, mental health and cultural disconnection
- Ability to support community members in our Community Corrections and Workplace Development programs
- Support community members seeking charitable support
- Provide referral pathways to community members seeking assistance

Employment conditions:

This position is permanent part time at 3 days per week (Wed/Thurs/Fri) and approximately 6-8 hours per day to a maximum of 24 hours per week. Willum Warrain operates on a 48-week year. There is some flexibility with start/finish times to balance both the business requirements and your family needs. It is essential that the successful candidate has a current driver’s licence, their own transportation and willing to obtain a working with children’s check and police check.

The base award rate is SCHADS Level 2 and is negotiable depending on experience and qualifications.



Position Description

Aboriginal and Torres Strait Islander People are strongly encouraged to apply.

For more details contact Taneisha Webster: Executive Officer – Women’s Business on 0475 762 047 or eow@willumwarrain.org.au

How to apply

Send your resume and a cover letter addressing the key selection criteria to Karsten Poll, Gathering Place Coordinator, by **5.00 pm Thursday 25th June** at gpc@willumwarrain.org.au

NB. Please note that interviews will be held on Wednesday 1st and Thursday 2nd July at Willum Warrain.