



**NGROO EDUCATION**  
**PROJECT OFFICER**  
**CONNECTED BEGINNINGS PROGRAM**

**APPLY NOW**

1 x Vacant position: Data Project Officer

Ngroo Education – Mt Druitt Connected Beginnings Program:

Connected Beginnings Purpose is to improve the opportunity for our Aboriginal & Torres Strait Islander children to achieve their best potential by increasing their level of participation in mainstream Early Childhood Education and Care (ECEC) and any other relevant services and settings. Our aim is to achieve systemic and sustainable positive change by working together across the community and services to improve school readiness and educational outcomes for our Aboriginal & Torres Strait Islander children and their families across both Doonside and Mt Druitt area.

Our initiative is to address the elevated levels of developmental vulnerability, long waiting list, issues in accessing culturally appropriate services and the barriers that our mob face when trying to access Early Childhood Education and Care services. Our Connected Beginnings Team are about strengthening the child service system by having our mob in both Doonside and the Mt Druitt community voices lead the way. The team does this by using the principles of the collective impact approach, which will support us to ensure we have our Aboriginal & Torres Strait Islander community voices at the centre and then shared across the service system. The aim is then to bring the whole community together to address these issues and start working towards a common goal to achieve better outcomes for our Aboriginal & Torres Strait Islander children and their families.

Mt Druitt Connected Beginnings Program will be operated by Ngroo Education, with our focus on:

- Engaging our Aboriginal & Torres Strait Islander community through community engagement activities and consultation, to provide feedback of what is needed in the Mt Druitt area.
- Attend Connected Beginnings monthly partnership meetings and/or all relevant community events.
- Partner with all key stake holders, other programs and/or services.



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## **Position Description**

The key position to delivering the role of the Data Project Officer, Mt Druitt Connected Beginnings is to work with Ngroo Education's Executive Director, Connected Beginnings Management team, our other program staff, and all relevant key stake holders, to carry out the Connected Beginnings program objectives, which are:

- To help create change for our mob, by walking besides, yarning, listening, and acting as we hold the voices of our mob front and centre of everything we do.
- Engage our Aboriginal & Torres Strait Islander Community in the Mt Druitt area through a consultation process. This process will be done in partnership with other Connected Beginnings team members and all relevant key partners such as Justice Re-invest. This will be conducted in culturally safe, respectful manner, while capturing all relevant stories.
- Participate in all community events and/or meetings.
- Planning, implementation, and evaluation of all data activities.

Ngroo Education believes to achieve these desired outcomes with our Mob, we need to work collaborative across all areas. By doing this we will be able to establish plans and a course of actions that is driven by our own Aboriginal & Torres Strait Islander voices.

## **Employment details**

- Permanent Part time, 4 days per week, Monday to Thursday (these days may be negotiated, will be taken on request and consideration of the outcomes needed of delivery of service).
- Weekly total of 30 paid hours, with a 30-minute nonpaid lunch break.
- Ongoing employment contract is subjected to the continual Connected Beginnings program funding.
- You may be required from time to time to utilise your private vehicle for business use it must be comprehensively insured and proof of registration and insurance is required. Note: The car/travel allowance rate is subject to the SCHADS award.
- Based at Tregear Public School, Wilkes Cres, Tregear, in the Ngroo Education office.

## **Salary**

- (SCHADS) Social, Communities, Home Care and Disability Services Industry Award 2010, plus Superannuation.
- Salary sacrifice is also available to all employees at Ngroo Education.





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## **Selection Criteria**

- Knowledge and understanding of the barriers experienced by Aboriginal & Torres Strait Islander children and their families when accessing early education learning, maternal and childhood services, and all other family support services.
- Experience and/or knowledge in identifying gaps within services and to then establish a plan to minimise these gaps?

*(Note: We encourage Aboriginal & Torres Strait Islander peoples to apply)*

## **How to Apply:**

1. A cover letter with a detailed written response to the selection criteria.
2. A copy of your current resume.
3. Details of two referees (at least one recent employer in the past 2 years).
4. Please send your completed application to Ngroo Education Executive Director, Krystle Daley [Krystle.daley@ngrooeducation.org](mailto:Krystle.daley@ngrooeducation.org)