**Coordinator - Mimili Family Wellbeing Centre**

**Qualified and/or Experienced Aboriginal and Torres Strait Islander People are Strongly Encouraged to Apply.**

* **Salary Range up to $87,933 to $91,824 plus remote salary sacrifice option,**
* **Six weeks annual leave plus 5 days mandated breaks**
* **Support for relocation, $500 annual wellbeing payment (not cumulative) and 9.5% superannuation**
* **External professional supervision**
* **Highly subsidised housing provided in Mimili**
* **Contract to 30 June 2022**
* **COVID-19 flexible working arrangements may initially apply**
* **Must have own 4WD vehicle for personal use in (and travelling to/from) community.**

# Organisation Profile

MoneyMob Talkabout is a not-for-profit organisation providing a range of programs in the APY Lands in northern South Australia. We have offices in the communities of Ernabella (Pukatja) and Amata and Mimili, and provide outreach services to other APY communities and Oodnadatta. Please see our website for further details [www.moneymob.org.au](http://www.moneymob.org.au) MoneyMob is committed to Indigenous employment and a culturally competent workplace. We encourage qualified Aboriginal and Torres Strait Islander applicants to apply for all levels of roles.

# MoneyMob Talkabout History & Overview

MoneyMob Talkabout receives funding from a variety of different sources: the Department of Social Services (Commonwealth), the Department of Human Services (Commonwealth), the Department of Human Services (SA), the Department of Planning, Transport and Infrastructure (SA) and Good Shepherd Microfinance.

MMT began as a touring financial literacy program in regional and remote Northern Territory and WA communities in mid 2010, engaging communities and connecting people to other financial support programs such as money management and financial counselling. Since 2012, MoneyMob Talkabout has run an integrated financial wellbeing service in the APY Lands, which includes services such as financial counselling, capability, no-interest loans, licensing and registration and Centrelink agency.

We have recently been successful in tendering to run the Mimili Family Wellbeing Centre, which is being outsourced by the Department of Human Services SA from February 2020. Coordination of the Mimili Family Wellbeing Centre will bring a new service stream under MoneyMob’s umbrella, that meets our strategic commitments to influence change in relation to systemic issues that affect financial and economic well being, including disability, family violence and housing.

# Vision, Values and Philosophy

Our vision is that ‘Aboriginal people and communities are empowered to achieve economic wellbeing and self-determination’.

Our focus is ‘Aboriginal people are equal partners in and co-creators of our practice. We advocate, influence, deliver services, build and share knowledge to tackle inequality’.

Our values guide all aspects of our work including our service delivery, advocacy, governance and management. They are:

**Courage:** We are committed to advocating strongly for change and confronting injustices.

**Empowerment:** We work to support Aboriginal and Torres Strait Islander people to exercise their agency in their ongoing struggle for autonomy, rights, opportunities and recognition of the inherent value of their culture and communities.

**Integrity:** Honesty, openness, accountability, fairness and inclusiveness must be at the core of everything we do and are.

**Insight:** We take reasoned action grounded in our organisational knowledge, evidence and ethics; the wisdom of the people, organisations and communities working alongside us; current thinking and research about what works nationally and internationally.

**Innovation:** We are an enterprising and agile organisation, motivated to continually improve, adapt and develop inventive solutions that create value and are valued by people.

The MoneyMob Talkabout program takes a strong community development approach; to the extent possible, we prioritise local employment. Our primary task is to assist people to achieve independence in their financial management so they do not become reliant on an outside service provider for their livelihood. We recognise people’s diverse strengths and inherent dignity as human beings. We also emphasise two-way learning, where our staff (are expected to) learn as much from community as community learns from them. All non-local staff are expected to make efforts to acquire local language skills.

For our non-local staff, it is important that we maintain a critical awareness of our position of power with relation to Aboriginal communities. We come from the dominant colonizing culture, and we are bringing cultural ideas and practices that are still relatively new – and in some cases unwelcome - overlay on Aboriginal culture. There are also power imbalances within the community, and we need to be alert to these when working with clients to ensure that we are not unwittingly making their situation worse.

# Geographic Context

The APY Lands cover an area in excess of 100,000 square kilometres from the Stuart Highway to the Western Australian border. The APY Lands are extremely remote, with the nearest major town being five to six hours away in Alice Springs. The resident population is estimated to be 2,500 people spread across a number of communities and homelands. The population is very young in comparison with the Australian average, and is recognised as having high levels of socio-economic disadvantage.

**Social Context**

Community members are collectively known as Anangu, and may have family links into the Ngaanyatjatjara Lands in Western Australia, as well as Coober Pedy, Port Augusta, Adelaide and Alice Springs. Predominant languages spoken are Pitjantjatjara and Yankunytjatjara, as well as varying levels of English.

Mimili Community is around 70kms from the Stuart Highway, and 485kms from Alice Springs. It has a population of between 250 and 300 Anangu. Key infrastructure includes the Mimili Family Wellbeing Centre, community store, Arts Centre, Anangu School, TAFE SA campus, Nganampa Health Clinic, police station, PYKu (Centrelink agency) and Mimili Maku Visitor Accommodation. Most residents speak either Pitjantjatjara or Yankunytjatjara as their first language. A snapshot of Mimili’s demographic information can be found at

<https://quickstats.censusdata.abs.gov.au/census_services/getproduct/census/2016/quickstat/SSC40873>

# Position Context

Since the establishment of the Mimili Wellbeing Centre in 2013, the Department of Human Services (DHS) has been responsible for the coordination and administration of the Centre. DHS is now handing responsibility to a service provider to take on the on-site service coordination and community development role to ensure the operation of the facility, with a focus on services for vulnerable community members including families at risk, youth, aged and people with disabilities.

The Mimili Wellbeing Centre has its origins in the South Australian Government’s response to Recommendation 45 of the Children on Anangu Pitjantjatjara Yankunytjatjara (APY) Lands Commission of Inquiry (the Mullighan Inquiry). The Australian Federal Government provided funding to the South Australian State Government to provide the capital costs for the establishment of the three Family Wellbeing Centres. These Centres were built in the communities of Mimili, Amata and Pukatja (Ernabella). A lead government agency was assigned to each of the three centres, with the Country Health SA Local Health Network administrating Amata Wellbeing Centre, the Department of Education (DE) administrating Pukatja Wellbeing Centre and DHS administrating Mimili. The Mimili Wellbeing Centre became operational in early 2013. Since this time, DHS has been responsible for managing and facilitating the use of the Centre.

The APY Lands Taskforce, administered by the Department of Premier and Cabinet, Aboriginal Affairs and Reconciliation (DPC-AAR), provides funding for DHS service delivery on the APY Lands, including the running of the Mimili Wellbeing Centre. The APY Lands Taskforce program was established in response to the Coroner’s findings in 2002, relating to Aboriginal deaths on the APY Lands resulting from petrol sniffing. Since 2004, the APY Lands Taskforce has allocated annual funding to DHS, allowing DHS to provide services to Anangu community members who are vulnerable due to their disability, and to administer youth programs across the Lands.

# Service Delivery Model

The service delivery model for the Centre is based on a co-location collaborative practice model. This model supports service providers to provide a multi-disciplinary and multi-agency suite of services whilst still operating as independent entities. The service model will build on the strong foundation of community service delivery established by key organisations which have long term relationships with the Mimili community.

An onsite coordinator will be responsible for the day to day operations of the facility and will be responsible for ensuring regular service provision meetings are held between all service providers using the facility. These meetings will address the Centre’s practical operations and ensure that services are working with each other to enable coordinated services for clients and promote the holistic culture of the centre. The service coordinator will work with the Mimili Community Council to enable the alignment of the Mimili Wellbeing Centre with the priority needs of the local community.

# Current Services

NPY Women’s Council deliver youth programs at one end of the Centre, known as the ‘Youth Shed’. Aboriginal Elders and Community Services Inc. (ACS) have a Shared Facilities Agreement with DHS (until June 2020) to use facilities (particularly kitchen) to run the Commonwealth Home Support Program (funded by the Department of Health). Other agencies also use the Mimili Wellbeing Centre throughout the year to provide various services, programs or workshops

# Position Adaptation for COVID-19 restrictions in NT and APY Lands

COVID-19 restrictions on travel both into and within the NT and the APY Lands requires adaptation of this role for the duration of COVID-19-related restrictions. As a result, the successful candidate may be required to work remotely from home, will undertake selected duties/projects as required until restrictions are lifted to allow for full duties of the role to be done, and if relevant may initially be required to work reduced hours. Flexibility and cooperation between MoneyMob Talkabout and the successful candidate will be required during this period.

# Appendix A: Position Description

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| **Position Title** | Coordinator - Mimili Family Wellbeing Centre |
| **Position type and location** | Full time fixed term contract. 38 hours per week. Contract to 30 June 2022Based in Mimili Community, APY Lands |
| **Salary and Conditions** | $87,933 to $91,824(depending on qualifications and experience) plus 9.5% superannuation and remote salary packaging options6 weeks annual leave per annum, 5 days additional non-accrued leave. Some support towards relocation costs if required$500 wellbeing payment per annumExternal supervision |
| **Reporting and Working Relationships** | This position:* Reports directly to the Managing Director
* Works with a community based steering committee
* Supervises Mimili Family Wellbeing Centre Assistant(s)
* Works with other MMT colleagues
* May work alongside external consultants, contractors and volunteers.
* Works collaboratively with co-located and community based services
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| **Special Work Requirements** | * Ability to share housing with colleagues (and occasionally visiting service providers)
* Ability to drive 4WD alone, covering long distances on poor roads, do basic maintenance as required - e.g. change a flat tyre or fix a puncture
* Unrestricted driver’s license and able to drive a manual vehicle
* Must have own 4WD vehicle for personal use in (and travelling to) community
* Ability to obtain and maintain Working With Children and relevant criminal history checks
* Current APY Lands Entry Permit at all times
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| **Personal Attributes** | * Resilient, calm - able to cope with consistent pressure, competing demands in the workplace, challenging behaviours of clients, community dynamics and unpredictable events.
* Flexible - acceptance and recognition that a role of this nature may require reasonable flexibility around work schedules and practices, to meet the needs of the community.
* Possess personal strategies to live effectively in remote communities, including:
	+ - Cope with loneliness, create own social connections and support networks
		- Maintaining an appropriate level of vigilance for personal safety and health at work
		- Ability to cope with environmental challenges such as dust, dirt, animals and children in offices
		- Take responsibility for personal health and wellbeing
* Understanding of power dynamics impacting Aboriginal communities and awareness of social, political and historical factors which impact on them.
* Empathetic, non-judgmental in dealings with people with complex needs
* Ability to establish and maintain appropriate boundaries and empower clients.
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| **Key Responsibilities** | 1. Facilitation/development of professional, flexible, culturally respectful community wellbeing programs reflecting community needs
2. Strengthen capacity of local Anangu and involve them in program delivery/leadership as appropriate
3. Manage and develop a small team of local Anangu staff
4. Collaborate with community members, services providers and Anangu leadership structures to facilitate their input into/leadership of the Centre’s wellbeing action plan as relevant and appropriate
5. Develop and periodically review community feedback mechanisms into running of Centre
6. Foster and maintain effective communication mechanisms with all stakeholders
7. Ensure governance and operational structures for the Centre are strong and regularly reviewed.
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| **Key Tasks** | 1. Develop a Wellbeing Centre plan and ensure it is reviewed and refreshed every 12 months with substantial community involvement
2. Completion of monthly report detailing:
	1. community programs, services and activities run from the Centre in line with Wellbeing Plan
	2. Number, age, gender identity and disability profile of attendees
3. Develop a measurement framework for the Centre that assesses cultural and community connection and participation, leadership and living skills, confidence and resilience of Centre users and conduct an annual survey of Centre users Measurement framework/methodology to be determined.
4. Facilitate monthly tenants meetings to discuss Centre operations and management issues, opportunities for improved service collaboration including agenda preparation, minute taking and distribution
5. Quarterly meetings scheduled and facilitated for other services using Centre to discuss Centre operations, management issues and opportunities for improved service collaboration, including agenda preparation, minute taking and distribution
6. Partnership/collaborative opportunities with Amata Family Wellbeing Centre explored and developed as appropriate
7. Procedures governing day to day operations developed/followed by all building users
8. Repairs and maintenance issues identified and reported within mandated timeframes
9. High level of support and supervision provided to local staff.
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| **Performance Indicators** | 1. Wellbeing Centre plan is developed, reviewed annually and reported on regularly
2. Annual survey of Centre users conducted and results reported to MMT management and Mimili community steering committee
3. Regular meetings held according to schedule, minutes taken, action items completed and reported to MMT management/board and Mimili community steering committee
4. Collaborative programs/opportunities developed and reported on
5. Operational procedures and tasks developed, implemented and reviewed as required.
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| **Selection Criteria** | 1. Tertiary level qualification in Social Work, Community Psychology, Family Therapy or related disciplines
2. Outstanding relationship management skills including navigating challenging stakeholder dynamics to achieve collaborative results; leading small teams; managing multiple accountability and reporting lines
3. Demonstrated experience working with and empowering vulnerable and disadvantaged clients, particularly within a youth/disability/aged care context
4. Experience in facilitating participatory planning processes,
5. Highly organised - able to develop effective strategies to complete work in challenging environment
6. Adept at using cloud-based technology platforms - Gmail; Google Docs; Google Chat/Skype; client management databases

High Desirable1. Experience working in a remote Aboriginal community
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