

## Small Business Mentor

Alice Springs with significant travel to APY Lands

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



- Salary \$94,748 per annum pro-rata (inc leave loading) plus super and remote salary sacrifice options. Level 6/1 SCHADS Award.
- Six weeks annual leave (pro rata) plus any mandated breaks during contract
- Support for relocation
- COVID-19 flexible working arrangements may apply
- Flexible hours equivalent to 0.6 FTE over a casual 3 month contract

### 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 Mimili, and provide outreach services to other APY communities. 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.

### Vision and Values

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.

### Key Philosophies

#### ❖ Indigenous Employment

MoneyMob Talkabout prioritises Indigenous and Anangu Employment when possible. Our task is one of continuous learning in how we can improve support to our Indigenous workforce.

#### ❖ Walking Beside People

Our philosophy is to "do with, not for" - whether this be with clients or colleagues, and even when it is slower than doing something ourselves. Our task is to help people draw on their personal strengths and knowledge in order to achieve their financial and social wellbeing goals.

## ❖ **Two Way Learning**

We also emphasise two-way learning, where our staff (are expected to) learn as much from Anangu as Anangu learn from us. All non-local staff are expected to make efforts to acquire local language skills.

## ❖ **Colonization and Power**

Our non-Indigenous staff are expected to maintain a critical awareness of our position of power with relation to Indigenous peoples. We come from the dominant colonizing western culture, which positions itself as “the norm” and historically devalues other perspectives. In our work, we are inviting Anangu to consider cultural ideas and practices that are still a relatively new – and in some cases unwelcome - overlay on Aboriginal culture. Particularly as regards to money.

## ❖ **Inter-personal and intra-community power relations**

There are also various power imbalances within the communities themselves - including those of age, ability, and gender. We need to be alert to these when working with clients to ensure that we are not unwittingly making a situation worse. We should be careful about making assumptions that these are cultural differences.

## **Social 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.

Aboriginal people have a short history with money. During this time they have survived the days of missions and being paid in rations, stolen wages and being treated as though they are incapable of learning about and managing money. They regularly contend with scammers, unethical traders and practices in their communities and interactions with the broader society. They lack access to basic financial services such as banking. Low levels of educational attainment in the western system result in poor functional and financial literacy and numeracy. Colonization, ongoing racism, intergenerational and contemporary trauma have significantly impacted the social and economic wellbeing of communities. Despite this Anangu continue to survive, celebrate and practice language and culture.

## **Position Objectives**

MoneyMob has been approached by Anangu Pitjantjatjara Yankunytjatjara Inc (APY) to pilot a support project with an Aboriginal client considering starting a feral animal control business. APY has an aspiration to support Anangu into small businesses over a five-year period.

The objective of the Small Business Mentor role is to provide intensive one-to-one support over a three month period with the client, including helping them to:

- Explore their understanding of and motivation for going into business
- Think through and test the realities of running the business, including personal/cultural and professional challenges and benefits
- Understand, plan for and manage administrative, marketing and legal requirements of the business
- Understand and test the commercial viability of the business
- If the client chooses to proceed, guiding them to commence trading

The most important outcome of the role is that the client develops a comprehensive understanding of all aspects of the business process and where they sit within it, regardless of whether or not they choose to proceed to start up. The business mentor will need a sophisticated understanding of the socio-cultural challenges facing Aboriginal clients considering going into business.

### **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 may require adaptation of this role for the duration of any COVID-19-related restrictions. As a result, the successful candidate may be required to work remotely from home and/or manage staff working remotely from home, 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 be required to work reduced hours. Flexibility and cooperation between MoneyMob Talkabout and the successful candidate will be required during any such period.

## Appendix A: Position Description

<b>Position Title</b>	Small Business Mentor
<b>Position type and location</b>	Casual - flexible hours equivalent to 0.6 FTE for 3 months from commencement. Some weeks may necessitate full time hours to enable to travel to the APY Lands and time can then be adjusted in other weeks. Based in Alice Springs with Substantial Remote Travel
<b>Salary and Conditions</b>	\$94,748, pa base salary pro rata (includes leave loading) plus superannuation salary packaging 6 weeks annual leave per annum (pro rata) Mandated leave breaks that occur during the period of the contract Some support towards relocation costs if required
<b>Reporting and Working Relationships</b>	This position: <ul style="list-style-type: none"> <li>• Reports directly to the Managing Director</li> <li>• Maintains regular and close contact on project progress with the Manager of APY Land Management</li> </ul>
<b>Special Work Requirements</b>	<ul style="list-style-type: none"> <li>• Ability to share remote housing with colleagues and other service providers</li> <li>• 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</li> <li>• Unrestricted driver's license and able to drive a manual vehicle</li> <li>• Ability to obtain and maintain Working With Children and relevant criminal history checks</li> <li>• Current APY Lands Entry Permit at all times</li> <li>• Remote first aid certificate to be obtained</li> </ul>
<b>Personal Attributes</b>	<ul style="list-style-type: none"> <li>• Outstanding ability to listen and communicate</li> <li>• Quickly able to build relationship and trust</li> <li>• Empathetic, encouraging, curious about the client's existing knowledge</li> <li>• Able to work at the client's pace rather than push an agenda.</li> <li>• Able to effectively build skills and capacities, not create dependence.</li> <li>• Can provide constructive, helpful feedback</li> <li>• Resilient, calm, emotionally intelligent - aware of own behaviour and impact on others</li> <li>• Able to professional represent MoneyMob in a range of forums</li> <li>• Possess effective personal strategies to cope with the challenges of remote intercultural work including: <ul style="list-style-type: none"> <li>▪ When in community, coping with loneliness, create own social connections and support networks</li> <li>▪ Maintaining an appropriate level of vigilance for personal safety and health at work</li> <li>▪ Ability to cope with environmental challenges such as dust, dirt, animals and children in offices</li> <li>▪ Take responsibility for personal health and wellbeing</li> <li>▪ Apply trauma informed perspective to staff supervision and development of client services</li> </ul> </li> <li>• Understanding of power dynamics impacting Aboriginal communities and awareness of social, political and historical factors which impact on them.</li> </ul>

<b>Position Tasks</b>	<ol style="list-style-type: none"> <li>1. Develop a detailed project plan to address all aspects of the project, including implementation, reporting and evaluation</li> <li>2. Work with the client at their pace to understand the stages necessary to establish a small business including: <ul style="list-style-type: none"> <li>• Concept</li> <li>• Feasibility</li> <li>• Financing</li> <li>• Start up</li> </ul> </li> <li>3. Identify any skills gaps and develop a mentoring/learning plan for the client to address these gaps</li> <li>4. Coach/mentor the client to address any skill gaps needed to effectively undertake the business, including referrals to other supports if necessary</li> <li>5. Assist the client to access funding and Indigenous peers who may already be running businesses</li> <li>6. Identify the client's learning needs in relation to the running of the business and prepare learning materials and teach the client those skills</li> <li>7. Guide the client in the development of a business plan that they are confident to implement</li> <li>8. Report on progress to project stakeholders on a regular basis</li> <li>9. Write up the process undertaken with the client and document lessons learned to inform both APY and MMT in future work.</li> </ol>
<b>Key Performance Indicators</b>	<ol style="list-style-type: none"> <li>1. Completion of detailed project plan on commencement</li> <li>2. Completion of mentoring/learning plan with the client as soon as possible after commencement</li> <li>3. Progress reports for MMT and APY at end of each stage of business mentoring completed i.e. concept; feasibility; financing; starting</li> <li>4. Production of a professional, comprehensive suite of educational materials for the client that supports their learning and development</li> <li>5. Comprehensive report prior to end of employment documenting the process undertaken and lessons learned for MoneyMob.</li> <li>6. Weekly verbal update to APY Land Management</li> </ol>
<b>Selection Criteria</b>	<ol style="list-style-type: none"> <li>1. Experience working in remote Aboriginal communities and understanding of Aboriginal culture</li> <li>2. Excellent listening, written and verbal communication skills.</li> <li>3. Experience in all aspects of setting up and/or running small businesses or cooperatives</li> <li>4. Demonstrated experience mentoring/coaching others to establish or run businesses</li> <li>5. Ability to access small business connections and industry expertise</li> <li>6. Desirable - ability to work within a community development framework</li> </ol>

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_