



YOUR VOICE FOR NT PUBLIC EDUCATION

JOB DESCRIPTION – Aboriginal Cultural Advisor

Employer: Northern Territory Council of Government School Organisations (NT COGSO)

Hours: Full-time – 38 hours per week
(may include after hours and remote overnight travel)

Location: Palmerston City

Fixed Term:

- **Salary:** \$66,651
- **Total package:** \$73,766 (p.a.)*
- **Full Time:** Fixed to 06/01/2023
- **Aboriginal Identified Position**

*Total package includes base salary, superannuation and leave loading.

Contact: Alice Gawler (Project Manager)

Telephone: 08 8999 3255

Email: enquiries@ntcogso.org.au

OUR ORGANISATION

The Northern Territory Council of Government School Organisations (NT COGSO) is the peak parent body and a not-for-profit organisation which provides public education advocacy and representation to the Northern Territory and Australian governments and their agencies.

The provision of Governance Training to School Representative Bodies is a joint agreement between the NT Department of Education (DoE) and the Northern Territory Council of Government School Organisations (NT COGSO) to increase awareness and understanding of the roles and responsibilities of members under Part 6 of the Education Act 2015, and other relevant legislation, regulations, policies and guidelines.

P: 08 8999 3255 | enquiries@ntcogso.org.au | www.ntcogso.org.au | PO Box 40520 Casuarina NT 0811

NT COUNCIL OF GOVERNMENT SCHOOL ORGANISATIONS

ABN 76 529 588 572

PRIMARY OBJECTIVE

The Aboriginal Cultural Advisor, under the direction of the Project Manager, develops culturally appropriate and responsive governance training resources and materials for urban, rural, remote and very remote school representative bodies.

KEY DUTIES AND RESPONSIBILITIES

1. Provide guidance and support to NTCOGSO staff to enable best practice cultural awareness in the way staff connect with and work with Aboriginal and Torres Strait Islander People.
2. Collaborate with the Project Manager to develop, design, adapt and evaluate culturally responsive governance training resources.
3. Collaborate with staff and other key stakeholders to build engagement and participation in a school representative body.
4. Assist in building governance capacity to support local decision making in urban, rural, remote and very remote government schools.
5. Undertake additional duties as requested within your boundaries of skills and training.

SELECTION CRITERIA

Essential

1. Sound knowledge and understanding of Aboriginal history, cultures and lifestyles, and the range of issues impacting upon Aboriginal engagement in education.
2. Knowledge relating to school governance and demonstrated experience as a member of a school representative body.
3. Demonstrated success in operating basic computer programs such as MSWord, email and internet access programs.
4. Demonstrated success in organising and prioritising workloads and meeting deadlines.

Desirable:

1. Previous experience in the delivery of cross-cultural training.

FURTHER INFORMATION

NTCOGSO employees are subject to CHO Directions No. 52 of 2022 which requires workers in high risk places to have received their third dose (booster) by 22 April 2022 (except where a medical exemption is granted).

A current Working with Children Clearance Notice (Ochre Card) or the ability to obtain.