



Position Description	
Position Title:	Traditional Owner Engagement Officer
Location:	<i>Bendigo (Flexible) Open to remote working if required</i>
Term:	<i>Fixed term (2 years); Part-time (0.6 – 22.8 hours per week)</i>
Classification:	<i>SCHADS Award – Social and Community Services Level 3</i>
Reports to:	Manager Partnerships & Policy

## Overview of Corporation

Dja Dja Wurrung Clans Aboriginal Corporation (DDWCAC) trading as DJAARA actively works to progress the aspirations of the Dja Dja Wurrung community. It is incorporated under the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (CATSI Act) and is regulated by the Office of the Regulator of Indigenous Corporations (ORIC). Established in 2004, the principal objectives and responsibilities of the corporation are to:

- Promote the health and wellbeing of the Dja Dja Wurrung People.
- Protect and promote the laws, culture, property rights and human rights of the Dja Dja Wurrung People.

The DDWCAC is also a Registered Aboriginal Party the sole owner of Dja Dja Wurrung Enterprises Pty Ltd (DDWE). Our businesses include natural resource management, cultural awareness and tourism.

In 2013, the DDW People achieved a Recognition and Settlement Agreement (RSA) with the State of Victoria, which formally recognises the DDW people as the traditional owners for part of Central Victoria. The DDW people nominated the DDWCAC as the 'traditional owner group entity' for the purpose of the settlement, meaning it holds and manages the settlement on behalf of the DDW people.

## Primary Purpose of the Position:

The Traditional Owner Engagement Officer will help the Corporation identify, build and maintain relationships with the Corporations Members. The Traditional Owner Engagement Officer will also support the Corporation to increase its knowledge of and participation in the treaty and agreement making process and self-determination, and in accessing programs and resources to enable this participation. Ongoing and inclusive engagement is essential to build strong and inclusive traditional owner corporation and ensure they are ready for treaty negotiations.

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DJA DJA WURRUNG CLANS ABORIGINAL CORPORATION TRADING AS DJAARA

Located at 13-15 Forest Street, Bendigo Vic 3550

ICN: 4421



### **Accountabilities:**

- Provide an avenue for Dja Dja Wurrung Members to raise any questions, issues and concerns about the treaty and agreement making process and ensuring Members have a voice in the participation in the Assembly.
- Supporting the Dja Dja Wurrung representative on the Assembly to engage with Dja Dja Wurrung Members and undertake their duties as an Assembly representative.
- Provide a single point of contact at Dja Dja Wurrung Clans Aboriginal Corporation for information sharing/ information regarding the Assembly process and Self Determination.
- Support the DJAARA Manager – Policy and Partnerships with member engagement in the development of agreements with partner agencies.

### **Key Selection Criteria**

- Previous experience working with Traditional Owners
- Proven experience managing a large group in a member-based environment
- Demonstrated experience in working with multiple stakeholders, including government and appointed agencies
- An understanding of people and the ability to think laterally
- The ability to plan and prioritise work according to the requirements of the group with a minimal amount of supervision.

### **To work with the Dja Dja Wurrung Group, applicants must have:**

- An understanding of the importance of Country to Traditional Owners and the recognition of Dja Dja Wurrung as the traditional owners of central Victoria.
- An ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people.
- A commitment to and understanding of Dja Dja Wurrung culture.
- A commitment to Aboriginal self-determination.

### **Personal Skills Required:**

1. High ethical standards, personal integrity and high degree of self-motivation
2. Proven ability to create and maintain an expectation of trust, respect and confidentiality and the ability to display and enact sound judgment regarding highly sensitive and/or critical issues.
3. A commitment to safe work practices.
4. Excellent verbal, written and interpersonal skills, a courteous and polite manner.
5. Capacity and willingness to accept direction and to work as part of a team in a multi-skilled working environment.



CONTACT	
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