



Position Description	
Position Title:	Cultural Heritage Advisor
Location:	Bendigo and Central Victoria
Term:	Full Time
Classification:	SCHADS; Social and Community Services- Level 5
Reports to:	Program Manager Djaara centred Design

Overview of Dja Dja Wurrung Clans Aboriginal Corporation trading as DJAARA

Dja Dja Wurrung Clans Aboriginal Corporation (DDWCAC) trading as DJAARA is the Traditional Owner entity of the Dja Dja Wurrung Native Title Full Group. The purpose of the corporation is to further the aspirations of the Dja Dja Wurrung Native Title Holders through the implementation of the Dja Dja Wurrung Recognition and Settlement Agreements. The DDWCAC has responsibilities as a Registered Aboriginal Party that includes: the provision of high-quality policy advice; to provide strategic leadership by developing and leading key initiatives; and to continuously improve the capacity, integrity, and independence of the Dja Dja Wurrung Traditional Owners.

Overview of Dja Dja Wurrung Enterprises Pty Ltd trading as DJANDAK

Dja Dja Wurrung Enterprises Pty Ltd (DDWE) is a company solely owned by Dja Dja Wurrung Clans Aboriginal Corporation. Trading as Djandak, we provide a range of commercial natural resource, landscape development and heritage management services aligned to the aspirations and rights of the Dja Dja Wurrung as the recognised Traditional Owners of an area of central Victoria.

Our Values

DDWE's success is attributed to the knowledge and skills of our people. To maintain and exceed current levels of success and to progress with confidence, it is essential that we continue to employ people who are aligned to our values and can commit to these behaviours – *Passionate and Proud, Respect, Accountability, Integrity and Knowledgeable.*

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DJA DJA WURRUNG CLANS ABORIGINAL CORPORATION TRADING AS DJAARA

Located at 13-15 Forest Street, Bendigo Vic 3550

ICN: 4421



Our Vision

To create a high quality, professional and profitable Aboriginal business, that satisfies the client's needs, and the Dja Dja Wurrung people by providing job opportunities, financial security and self-determination.

Dja Dja Wurrung Clans Aboriginal Corporation (DDWCAC) is an Equal Opportunity Employer, with a commitment to merit, equity and diversity in the workplace. It is DDWCAC aim to provide a safe and comfortable workplace that is free of discrimination and harassment.

Scope of Position

Project manage and deliver Cultural Values Assessments, Cultural Heritage Management Plans. Develop and innovate DJANDAK's approach to Cultural Values Assessment and Cultural Heritage Management Plans.

Purpose of Position

Situate Djaara values in the centre of assessments relevant to tangible and intangible Cultural Heritage.

- Lead the delivery of Cultural Heritage Management Plans
- Lead development DJANDAK's approach to Cultural Heritage Management Plans.
- Support the delivery of Cultural Values Assessments
- Support development DJANDAK's approach to Cultural Values Assessment and Healthy Country Planning

Accountability

- Lead delivery of Cultural Heritage Management Plans
- Lead the Analysis, synthesis and interpretation of Djaara engagement feedback that informs Cultural Heritage Management Plans.
- Lead the facilitation collaboration and interpretation of Djaara values
- Manage project budgets, timelines and deliverables
- Manage key stakeholders and relationships
- Design and tailor an approach relevant to project requirements
- Analyse and synthesise Djaara cultural values with a particular consideration to Cultural Heritage Management Plans.
- Provide management support and oversight of project officers
- Support the Analysis, synthesis and interpretation of Djaara engagement feedback that informs Cultural Values Assessment and Cultural Heritage Management Plans.



Reporting Relationships

This role works under the supervision of the Program Manager Djaara Centred Design

Key Selection Criteria

- Over 5 years' experience as an accredited Heritage Advisor and Tertiary qualification in Archaeology or relevant discipline
- Understanding of Djaara culture
- Demonstrated ability to deliver Cultural Heritage Management Plans
- Expertise in Cultural Values Assessments
- High level of understanding of Cultural Heritage Management Plans, the Aboriginal Heritage Act and the application within Cultural Values Assessments
- Ability to analyse and synthesise cultural values appropriately
- High level facilitation skills
- Project Management experience
- High level of understanding of culturally appropriate processes and Indigenous Cultural Intellectual Property ICIP

Other Relevant Skills, Knowledge and Qualifications

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

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

Personal Skills Required:

1. A commitment to safe work practices.
2. Capacity and willingness to accept direction and to work as part of a team in a multi-skilled working environment.

Other Requirements

The successful applicant must possess and maintain a current Victorian Driver Licence and be prepared to work predominantly across the Dja Dja Wurrung Recognition and Settlement Agreement Area and other locations (such as Melbourne) from time to time.

Privacy Notification

Dja Dja Wurrung Enterprises Pty Ltd affirms that the collection and handling of applications and personal information related to your employment will be consistent with the requirements of the Information Privacy Act 2000.

CONTACT PERSON

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