



| Position Description | |
|----------------------|---|
| Position Title: | Interpretation Coordinator |
| Location: | Bendigo and Central Victoria |
| Term: | Ongoing |
| Classification: | SCHADS; Social and Community Services- Level 4 \$75k + super + NFP salary packaging options available 9 day fortnight available |
| Reports to: | Program Manager 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 the business solely owned by Dja Dja Wurrung Clans Aboriginal Corporation (DDWCAC). Trading as Dumawul, we provide a range of cultural tourism, education and design services aligned to the aspirations and rights of the Dja Dja Wurrung as the recognised Traditional Owners of an area of central Victoria. Dumawul compliments the services provided by Djandak in landscape development, natural resource management and environmental conservation, together enabling achievement of the Dhelkunya Dja Country Plan.

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*.

Our Vision

To create a high quality, professional and profitable Aboriginal business, that satisfies the clients 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.

T: (03) 5444 2888 F: (03) 5441 6472

E: info@djadjawurrung.com.au

P.O Box 1026 Bendigo VIC 3552

djadjawurrung.com.au

DJA DJA WURRUNG CLANS ABORIGINAL CORPORATION TRADING AS DJAARA

Located at 13-15 Forest Street, Bendigo Vic 3550

ICN: 4421



Scope of Position

Lead and support Project and Strategy Managers in the Planning and Design team in the development, design and delivery of engaging interpretative content based on Djaara values. Engage with Djaara people to gather cultural content and share the appropriate stories.

Purpose of Position:

Situate Djaara values in the landscape and built environment through design and collaboration.

- Support the inclusion of strong Djaara voices and Djaara values in all interpretive content
- Develop creative interpretation and information for use on interpretive signage and digital platforms
- Empower Djaara to inspire, educate and tell their stories to the public via interpretation installations in park and urban settings
- Integrate cultural information with stories, art, graphic design and technology to engage the public using a range of audiovisual media
- Engage and collaborate with Djaara people to gather, synthesise and interpret Djaara cultural information to develop engaging interpretive content
- Ensure quality assurance processes and cultural protocols are followed when sourcing and using cultural information
- Coordinate and support collaborative design with Djaara through a range of design methodologies
- Coordinate delivery of communications for a range of projects

Accountability

- Contribute to the Djaara Centred Design team who have a range of design expertise skills including strategic planning, landscape design, signage development, communications, marketing, interpretation and more
- Create written materials for projects and tell stories as required
- Engage with a range of stakeholders
- Ability to work in a team environment to consider a range of perspectives, audiences and new ways of achieving agreed outcomes
- Coordinate design projects and be responsible for deliverables
- Support collaboration and interpretation of Djaara values
- Analyse and synthesise Djaara cultural values
- Utilise a Human Centred Design approach to be able to manage projects, interpret culturally sensitive information

Reporting Relationships:

Reports to Program Manager Design

Key Selection Criteria

- Relevant Djaara knowledge, degree in Communications Design or equivalent communications experience
- Outstanding written communication and storytelling skills
- Human Centred Design expertise or understanding of the principles
- Ability to analyse and synthesise cultural values appropriately
- Collaboration skills
- Project coordination experience
- Awareness of culturally appropriate processes and understanding of Indigenous Cultural Intellectual Property ICIP would be well regarded
- Park signage, interpretation or media experience will be well regarded but not essential



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 | |
|--|---|
| Nathan Wong Planning and Strategy Manager | Phone: 0458 965329 Email: Nathan.wong@djadjawurrung.com.au Address: PO Box 1026, Bendigo VIC 3552 |