



## **COMMUNITY DEVELOPMENT WORKER**

**Permanent Part Time - 21 hrs/week (choose your work days)**

**Salary and conditions based on the SCHCADS 2010 Award**

**Payrate in accordance with qualifications and experience**

### **Benefits**

- Bonus 3 days paid Christmas Leave
- On-site parking
- Free access to the Employee Assistance Program (EAP)
- Access to external training and staff development opportunities
- Friendly and supportive team environment working towards a shared vision

### **About the Opportunity**

The position is partially funded through the Department of Communities and Justice (DCJ), as part of the Targeted Early Intervention (TEI), Community Strengthening Stream, to facilitate greater community cohesion, inclusion and wellbeing across all communities. All services within this program stream connect vulnerable and disadvantaged community members.

The target group includes vulnerable children, youth, families and communities. Priority groups include refugees, migrants, CALD communities, social housing tenants, grandparents and single parents.

The position is also responsible for implementing one off community programs with ad hoc funding sourced through local government, state or federal bodies to address specific community issues.

The role of the Community Development Worker is to:

- Implement a variety of programs and activities under the TEI Community Strengthening Stream including: skills development programs and programs that connect the community, promote social participation and community engagement.
- Identify and apply for council grants and any ad hoc grants to address specific community needs such as domestic violence, mental health, litter prevention etc.

- Maintain a Needs Assessment profile of the local community to inform local planning and support new community development initiatives
- Network and collaborate with community partners to address common issues at a local level and advocate for LGA/state- wide issues impacting on the local community
- Recruit and develop volunteers for the program and provide supervision and on-going support
- Collect and maintain data in line with TEI funding guidelines and data relating to other program activities
- Develop strategies to promote access to services for disadvantaged and vulnerable groups, CALD community members, women, children, families, young people and older people.

### **About You**

You have a broad range of experience in community development, including working at the grass roots to identify community needs/issues and develop programs that build community capacity and strengthen community connections.

Your work is underpinned by principles of social justice and community strengthening and you have a strong commitment to ethical and professional practice.

You are passionate about making a difference in the community and enjoy working with a culturally and religiously diverse community

You are outcome driven and strive to achieve and/or exceed your program targets.

You understand the complex nature of working with community and are trauma informed, responsive and flexible in your approach.

You have an open and engaging personality, a sense of humour and ability to develop positive rapport with the community

### **Specific Duties**

Refer to the Position Description (PD), for full details of the role.

### **Selection Criteria**

#### **1. Essential**

- Diploma/Degree in Social Work/Social Sciences,/Community Development/Community Welfare
- Minimum 3 year demonstrated professional experience in community development work

- Demonstrated skills in the planning and implementation of programs within a community development framework
- Experience with community networks and a thorough understanding of community partnerships
- Demonstrated knowledge and understanding of issues and needs of the communities of Greenacre and surrounding areas
- Ability to write successful community grants
- Experience working with disadvantaged and vulnerable communities including CALD and refugee communities
- Proven skills in project administration including funding accountabilities and data collection
- Ability to recruit and manage volunteers
- Strong written and verbal English skills and ability to write professional reports and communicate effectively
- Proficiency in Microsoft Office suite including Word, Excel, powerpoint, emails and social media
- Demonstrated ability to work self -directed and as part of a team
- Current NSW drivers' licence and access to a comprehensively insured vehicle

## **2. Desirable**

- Relevant community language skills

## **About the Greenacre Area Community Centre**

The Greenacre Area Community Centre provides a range of services and activities that support the community in addressing local needs and issues and strengthen the community.

We are a central access point for information, support and community engagement. We offer a safe, welcoming space for all, with a focus on expanding opportunities for people who are vulnerable and disadvantaged.

We have an inclusive and respectful culture that values diversity within our team and the contribution of our staff to the organisation's goals.

We are committed to the safety and wellbeing of our staff, volunteers and clients.

### **Our Vision**

An inclusive, empowered, and engaged community

### **Our Values**

**Ethical:** We work in a way which is honest, right, and fair

**Socially Just:** We advocate for equality. We support people to improve their lives and claim their human rights.

**Inclusive:** We work to create a community where everyone feels they belong, no matter who they are, where they are from, or what their life journey has been.

**Collaborative:** We promote genuine community engagement and participation. We listen to the community so we can continually improve. We build partnerships, and collaborate with our colleagues inside and outside of the organisation.

**Creative:** We use our imagination, energy, and resourcefulness to find new and innovative ways to achieve our Vision

**Sustainable:** We operate in a way that supports environmental, social, and economic sustainability.

### **How to Apply:**

Please email the following two documents to [eo@gac.org.au](mailto:eo@gac.org.au)

- Completed Application Form (attached)
- Statement of Selection Criteria (your response to each point of the Essential and Desirable Selection criteria listed above.)

**DO NOT SEND YOUR RESUME' - We will ask for it if you are shortlisted.**

All enquiries to the Executive Officer on 0406 063 949 or email: [eo@gcc.org.au](mailto:eo@gcc.org.au)

If successful, you will need to undertake a national police history check, qualifications and referee checks and have a current WWCC or willingness to obtain.

**This role is not suitable for new graduates. New graduates need not apply.**

**Closing Date:** 17 February, 2023