



SNAICC National Voice for our Children
 Aboriginal and Torres Strait Islander Corporation- Early Years Support Entity
 Smart Space | Suite 28, Ground Floor, Enterprise 1, Innovation Campus, Squires Way, North Wollongong NSW 2500 Australia.

Position Description

Job Title:	Senior Program and Policy Adviser THRYVE NSW- Aboriginal and Torres Strait Islander Early Years Support
Reporting To:	Director (THRYVE NSW) Early Years Intermediary division
Terms and Conditions:	<ul style="list-style-type: none"> • Full-time position based in the Illawarra Region NSW. • Salary range \$110,000- \$118,000 commensurate with experience, plus superannuation • SNAICC also offer salary packaging (up to \$15,900 tax free salary component, plus meal entertainment, venue hire and accommodation) • 2.5 year contract with potential to extend subject to ongoing project funding • All SNAICC Staff are subject to an initial six-month probationary period. Other terms and conditions are in line with the Social and Community Services Award and SNAICC's internal policies. • All SNAICC positions are subject to funding.

Overview of role

- THRYVE NSW sits within the **Early Years Intermediary division** of SNAICC – National Voice for our Children. This is a new division of SNAICC piloting initiatives that aim to represent, build and grow Aboriginal and Torres Strait Islander community-controlled early years services across the country.
- SNAICC is establishing Intermediary pilots in three states in the next three years and has commenced with the NSW Intermediary (THRYVE NSW) in 2021. Co-design is underway in WA and will commence in Victoria in 2022.
- The state based Intermediary pilots (THRYVE NSW; THRYVE WA; THRYVE Vic) will act as 'emerging peaks' for the early years sectors providing representation and leadership, and professional services in areas such as workforce development, service integration, and program and policy development. The community controlled support service model assists the development of Aboriginal and Torres Strait Islander early years services in key areas including: workforce development; program and policy support; advocacy support; and networking and service integration.
- THRYVE NSW is a new jurisdictional division of SNAICC – National Voice for our Children, with its own Advisory Committee providing strategic decision-making, comprised of NSW Aboriginal and Torres Strait Islander early years service leaders. Social Ventures Australia is a key project implementation partner.
- The goal of the Senior Program and Policy Adviser is to support a thriving Aboriginal and Torres Strait Islander community-controlled early years sector in NSW. Specifically the role seeks to help community-controlled early years service providers to strengthen their service delivery and outcomes, and to provide high quality policy development and programming, advocacy representing the interests of these services with decision makers to build a more sustainable, high quality and culturally strong early years services system for Aboriginal and Torres Strait Islander children across NSW.
- The Senior Program and Policy Adviser will provide service support for Aboriginal and Torres Strait Islander early years service providers. This includes providing expert advice,

	<p>support, and resources for the application of the Early Childhood Education and Care National Quality Framework accreditation and compliance standards, and the customisation and local adoption of these policies to drive improvements in programming and best practice.</p> <ul style="list-style-type: none"> • The Senior Program and Policy Adviser will work collaboratively with service providers to, identify, document and share learnings around good practice and success stories, including models of care that are improving effectiveness of early years services for NSW Aboriginal and Torres Strait Islander children and families. • The Adviser will work within SNAICC's THRYVE NSW team supporting the evaluation of the Early Years Support pilot and support NSW Aboriginal and Torres Strait Islander early years services to evaluate the impact of their work. • The Senior Program and Policy Adviser will also explore and collate shared service challenges and develop evidence based policy solutions to inform funding, policy and legislative reform opportunities. • The Adviser will work closely and collaboratively with NSW Aboriginal and Torres Strait Islander early years services providers to support and provide a representative voice at local, regional and state forums and bodies as required. • The role will be suitable for an experienced policy adviser familiar with co-developing and strengthening initiatives with community, with skills in areas of community program development, facilitation and communication, as well as strategic policy analysis and advocacy. • Specific knowledge and expertise related to Aboriginal and Torres Strait Islander early childhood development and the ECEC systems and frameworks is also required. • <i>Note:</i> travel to NSW Aboriginal and Torres Strait Islander early learning service sites is required as part of the role. <p><i>This is an Identified position and being an Australian Aboriginal and/ or Torres Strait Islander is considered a 'genuine occupational qualification' in accordance with section 14(d) of the Anti-Discrimination Act 1977 (NSW).</i></p>
<p>Organisational Context</p>	<p>Formally established in 1981, SNAICC – <i>National Voice for our Children</i> is the national non-government peak body in Australia for Aboriginal and Torres Strait Islander children. SNAICC works for the fulfilment of the rights of our children, in particular to ensure their safety, development and well being. SNAICC provides a strong voice that promotes the rights, needs and aspirations of Aboriginal and Torres Strait Islander children.</p> <p>SNAICC is governed by a Board of Directors of Aboriginal and Torres Strait Islander leaders from the early years, child safety, development and well-being sectors.</p> <p>SNAICC provides key roles on behalf of Aboriginal and Torres Strait Islander children and their families including:</p> <ul style="list-style-type: none"> • Research and policy development, with high-level leadership, policy papers and sector representation • Training and resource design, development and delivery including topics such as early childhood development, family violence, partnerships, family support, trauma and cultural competency • Resource development, communications and publications • Support for sector development, membership and networking
<p>Reporting Relationships</p>	<ul style="list-style-type: none"> • The Senior Program and Policy Adviser will report to the Director of SNAICC's THRYVE NSW Aboriginal and Torres Strait Islander Early Years pilot and work collaboratively with the service providers it supports. • The role will work collaboratively and cohesively with the THRYVE NSW team, across other SNAICC divisions, and other stakeholders on various projects and programs to support its participating

	<p>services.</p> <ul style="list-style-type: none"> • The role does not have any direct reports.
SNAICC Funding	<ul style="list-style-type: none"> • SNAICC is primarily government funded • Funding is also obtained from other sources through project submissions, philanthropic contributions and applications to non-government organisations • As with all SNAICC staff, this position is subject to ongoing funding
Travel	<ul style="list-style-type: none"> • THRYVE NSW is located in the Illawarra region, NSW. • Travel is required to understand the needs of and support NSW Aboriginal and Torres Strait Islander early learning services across the state.
Key Duties	<p>Support service best practice</p> <ul style="list-style-type: none"> • Provide specialist information and support to help service providers understand and meet ECEC accreditation, ratings and compliance standards • Provide advice, resources, research briefs and assistance to drive improvements in programming and better practice in local contexts • Develop resources and programs to support localisation of systems and processes • Provide advice and support regarding the design, development and implementation of evidence based education and support programs for Aboriginal and Torres Strait Islander early year services <p>Policy Analysis and Advocacy</p> <ul style="list-style-type: none"> • Develop processes to collect and collate information that captures learning, stories of success and service challenges relating to ECEC policy implementation for Aboriginal and Torres Strait Islander early years services in NSW. • Develop policy solutions and advice to state and federal governments to influence decisions aligned to the needs and perspectives of Aboriginal early years services in building a more sustainable, high quality and culturally strong early years services system for Aboriginal and Torres Strait Islander children across NSW. • Support service leaders to represent their issues on local, regional and state forums and bodies. • Develop regional strategies for Aboriginal and Torres Strait Islander early years to drive collective efforts for a sustainable, high quality and culturally strong early years services system for Aboriginal and Torres Strait Islander children across NSW. <p>Evaluation</p> <p>Work closely with the THRYVE NSW team, SNAICC's contracted external evaluators, participating NSW early years services to articulate theories of change, develop and implement monitoring evaluation and learning strategies.</p> <p>Networking and information provision</p> <ul style="list-style-type: none"> • Contribute to THRYVE NSW's communication platforms, networks and strategies, and forums to ensure current and up to date information is available and shared across networks. • Facilitate regular opportunities for NSW Aboriginal and Torres Strait Islander early years services to gather, connect, share and learn including face-to-face and online options

	<ul style="list-style-type: none">• Other duties as required
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KEY SELECTION CRITERIA

This is a role that supports capacity building of NSW Aboriginal and Torres Strait Islander early years services through a newly established THRYVE NSW division.

We are looking for an enthusiastic and accomplished, team player with experience in program and policy development, and experience in supporting implementation of policies in line with accreditation requirement and compliance standards to ensure the capturing of learnings and insights collaboratively within this environment. Furthermore, to identify strategies to advocate for policy and system improvements that will support a thriving NSW Aboriginal and Torres Strait Islander early learning sector. We are seeking a self motivated individual that can work autonomously when required as well as collaboratively within team and external stakeholder network to achieve outcomes in the sector.

Your values, vision and approach are just as important as the skills and experience that you bring to the role.

1. Broad knowledge and a solid understanding of issues impacting upon Aboriginal and Torres Strait Islander children and families, and commitment to the rights, needs and aspirations of Aboriginal and Torres Strait Islander children and families.
2. Significant experience in a policy and program role, including:
 - Policy analysis and writing
 - Provision of specialist information for providers to meet early years accreditation and compliance standards
 - Provision of support which helps drive practice improvements
 - Coordinating the sharing of practices, insights, learnings and analysing and collating this information to advocate for state or federal policy reform.
3. Demonstrated capacity to establish and maintain partnerships and work collaboratively in the design and implementation of activities, with experience in working with Aboriginal and Torres Strait Islander community leaders.
4. Specialist knowledge and experience in the application of the National Quality Framework for ECEC policy and service accreditation and compliance.
5. Outcomes oriented, ability to work independently and deliver meaningful results while valuing culture, difference and diversity.
6. Relevant tertiary qualifications and experience in early childhood development, education, health, social work or a relevant field.

FURTHER INFORMATION AND CLOSING DATE

Applications are required by **9am AEST on Monday 21st February, 2022.**

Applications must include:

- A brief **cover letter** outlining why you are applying for the position
- Written responses to how you meet each of the **key selection criteria**, including short examples demonstrating your proficiency for each criteria
- A **resume** with your skills, experience and qualifications, relevant to the position
- Names and contact details for two or more recent referees.

All applicants will be notified of the progress or outcome of their application. The successful applicant will be required to have or obtain a current Working with Children Check and a National Police Check.

Please email applications recruitment@snaicc.org.au

For general information about SNAICC, visit the [SNAICC website](#).

For specific questions about the role please contact: Jo Goulding- Director SNAICC NSW Intermediary Early Years Support Entity Joanne.goulding@snaicc.org.au 0431 543 089

