

JOB HIGHLIGHTS PACK

Role:	Executive Strategy, Research & Policy
Department:	Corporate
Reports to:	CEO
Direct Reports:	Impact, Evaluation & Communications Lead
Location:	55 Reid Rd, Broome WA
Contract Type:	Full-Time / Fixed-Term

ORGANISATIONAL CONTEXT

"Making mabu liyan real for all, always"
People, land, culture, prosperity

Nyamba Buru Yawuru (NBY) means 'This is the place of Yawuru'. NBY is the operational company of the Yawuru Native Title Holders Aboriginal Corporation. NBY manages the day-to-day business of Yawuru and is engaged in a diverse range of projects which help to provide social, cultural, environmental and financial sustainability for the future of Yawuru people.

PRIMARY FUNCTION

The Executive Strategy, Research & Policy leads the development and delivery of strategic policy frameworks, research initiatives, and government relations that advance the organisation's mission, advocacy agenda, and long-term goals. This role drives evidence-based decision-making, policy reform, and strategic positioning that aligns with cultural governance, economic development, and community-led outcomes.

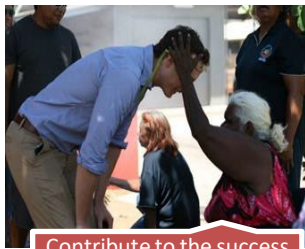
ESSENTIAL SELECTION CRITERIA

1. Tertiary qualifications in public policy, Indigenous studies, law, economics, development studies, social science or a related discipline.
2. Demonstrated senior experience in strategic planning, policy development, or research in a government, Aboriginal organisation, or non-profit context.
3. Strong understanding of Aboriginal governance structures, Native Title, and Closing the Gap reforms.
4. Excellent writing, analytical, and communication skills, with a record of producing high-impact policy submissions and strategic documents.
5. Proven ability to engage with diverse stakeholders including Traditional Owners, governments, researchers, and community groups.
6. High-level project management skills and experience leading multidisciplinary teams.
7. Cultural capability and a demonstrated commitment to working respectfully with Aboriginal communities.

DESIRABLE SELECTION CRITERIA

8. Postgraduate qualification in a relevant field (e.g., Master of Public Policy, Indigenous Governance, or Strategic Management).
9. Experience in negotiating agreements or partnerships within Indigenous affairs.
10. Knowledge of funding frameworks such as the National Indigenous Australians Agency (NIAA), philanthropic grants, or co-benefit investment models.
11. Familiarity with impact measurement frameworks, evaluation methodologies, or cultural indicators of wellbeing.
12. Knowledge of the Kimberley region and its socio-political landscape especially in Yawuru Country.

BENEFITS OF WORKING FOR NYAMBA BURU YAWURU



Contribute to the success of Broome's Traditional Owner Group



Generous salary packaging



Active Social 'Binda Binda' (Butterfly) Club



Professional and Inspiring Workplace



Live in the Kimberley; one of the last great wildernesses in the world



Work/Life Balance



Work with a fun and committed team



Learn Yawuru Language



Work with Yawuru Traditional Owners



Involvement with Community at Community Events



Diversity of Projects/ Work Opportunities



Unlimited access to GO1 training platform

Salary Packaging

Salary packaging is a government incentive that allows you to use money that previously would have been paid as tax to pay for the items which you have chosen to salary package. Spending pre-tax dollars from your salary will decrease the stated gross income on your Payment Summary (group certificate) and increase your take home pay. As a registered Charitable Institution, eligible NBY employees can salary package up to \$15,900 per year for everyday expenses. Every day expenses may include your mortgage or rent, bills, shopping and petrol.

As Broome is considered a Remote Area, additional benefits may also apply. For further information refer to the AccessPay websites <https://accesspay.com.au/salary-packaging/>

LOCATION

Our office is located in Broome in the Kimberley region of Western Australia. Known for its' pearling history and tourism, Broome is a culturally diverse town, with a tropical climate and stunningly beautiful surrounds.

The permanent population is estimated at 16,222, growing to over 45,000 during the tourist season (May – October).

For more information:

<http://www.yawuru.com/>

<http://www.lonelyplanet.com/australia/western-australia/broome>

<http://www.visitbroome.com.au/>

<http://www.australia.com/en/places/broome.html>



APPLICATION PROCESS

Applications should be sent electronically to recruitment@yawuru.org.au including a cover letter addressing the selection criteria and your CV.

Should you require further information relating to this position or process, we welcome your call on (08) 9192 9600 and ask for Bronwyn Clark, Manager Human Resources & Organisational Development.

Applications for this position close at **5:00pm 3 July 2025**

NBY reserves the right to close this vacancy prior to the advertised closing date if a sufficient number of suitable applications are received.

POSITION	LOCATION	REPORTING RELATIONSHIP
Executive Strategy, Research & Policy	Broome, Western Australia	Reports to Chief Executive Officer
ORGANISATIONAL CONTEXT <p><i>“Making mabu liyan real for all, always” People, land, culture, prosperity</i></p> <p>Nyamba Buru Yawuru (NBY) means ‘This is the place of Yawuru’. NBY is the operational company of the Yawuru Native Title Holders Aboriginal Corporation. NBY manages the day-to-day business of Yawuru and is engaged in a diverse range of projects which helps to provide social, cultural, environmental and financial sustainability for the future of Yawuru people.</p>		
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LINE MANAGEMENT RESPONSIBILITIES <ul style="list-style-type: none"> Impact, Evaluation & Communications Lead 		COMMUNICATIONS AND ENGAGEMENT RESPONSIBILITIES <ul style="list-style-type: none"> NBY Management Team Internal NBY Colleagues specifically the Youth Training and Employment team Yawuru and non-Yawuru Community Stakeholders Funding Provider (Kimberley Development Commission) Employment Service Providers Local & Regional Employers
KEY RESPONSIBILITIES		
KEY DELIVERABLES <ul style="list-style-type: none"> Lead the organisation’s strategic planning, ensuring alignment with community aspirations, regulatory obligations, and government policy directions. Oversee the design, implementation, and review of organisational policy frameworks, including cultural, social, economic, and environmental strategies. Commission and manage research initiatives that support data-driven advocacy and program delivery. Provide high-level policy advice to the Board, CEO, and Executive Team on complex and emerging matters. Represent the organisation in high-level forums, negotiations, and working groups with government, academia, and industry stakeholders. Ensure that all research and policy development reflect the values, knowledge systems, and aspirations of Traditional Owners and Aboriginal communities. 		
STRATEGY DEVELOPMENT AND DELIVERY <ul style="list-style-type: none"> Develop annual strategic policy work plans and research agendas aligned to organisational goals. Translate community priorities into actionable policy positions and submissions to government, industry, and philanthropic partners. Lead or supervise the preparation of major reports, advocacy briefs, and funding proposals. Build internal capabilities in strategy, policy literacy, and impact measurement across teams. 		
INDUSTRY ENGAGEMENT		

- Establish and maintain constructive relationships with government agencies, policy networks, research bodies, philanthropic institutions, and peak bodies.
- Monitor and respond to relevant legislative, policy, and regulatory developments.
- Represent the organisation in national and regional policy discussions, roundtables, and advisory panels.
- Foster knowledge exchange and strategic partnerships that support community empowerment and sustainable development.

MANAGEMENT

- Lead and mentor a small team of policy, strategy, and research staff and/or consultants.
- Manage allocated budgets, timelines, and reporting requirements for strategic projects and policy initiatives.
- Ensure governance and risk management principles are embedded in all strategic outputs.
- Work collaboratively with other executive staff to support cross-functional alignment and operational integrity.

INDIVIDUAL COMMITMENT

- Actively uphold and model NBY's vision, mission, values, and cultural principles in all aspects of the role.
- Foster a respectful and collaborative workplace culture aligned with organisational values.
- Work professionally and cooperatively with colleagues to achieve NBY's strategic objectives.
- Comply with NBY's code of conduct, policies, and all relevant legislation, including WHS and employment laws.
- Champion continuous improvement, innovation, and opportunities that strengthen outcomes for Aboriginal people.
- Promote ethical leadership, accountability, and respect for Country and community voice.
- Engage in performance reviews and ongoing professional development as part of organisational growth.

ESSENTIAL QUALIFICATIONS, KNOWLEDGE, SKILLS AND ATTRIBUTES

1. Tertiary qualifications in public policy, Indigenous studies, law, economics, development studies, social science or a related discipline.
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PRE-EMPLOYMENT REQUIREMENTS

1. Current 'C' Class driver's license.
2. National Police Clearance.
3. Current Working with Children Check.

CERTIFICATION

Details contained in this document are an accurate statement of duties, responsibilities and other requirements of the role.

Executive Strategy, Research & Policy: _____ Signature: _____ Date: _____

Approved Delegate: _____ Signature: _____ Date: _____