

JOB HIGHLIGHTS

Role:	Youth Training & Employment Mentor
Department:	Community Development Unit
Reports to:	Coordinator Youth Training & Employment
Direct Reports:	Nil
Location:	55 Reid Rd, Broome WA
Contract Type:	Full-time, Permanent

ORGANISATIONAL CONTEXT

'To strengthen Mabu Liyan for all, always'

Culture, Community, Country, Prosperity, Governance

*Bugarrigarranyurdany, Jirrilngany Ngarrungunil, Mabu Buru, Narlingany Manyja,
Murrurlanyininarlingany*

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.

JOB SUMMARY

Step into a role that's all about uplifting and guiding young talent through the Warrmijala Murrgurlayi Sustainable Employment Program, where you'll be the mentor on their journey into meaningful careers and further education on Yawuru country.

- Make a real impact by helping young individuals unlock their full potential and kick-start their career paths.
- Be the go-to mentor using a cool, innovative coaching approach that bridges traditional wisdom with modern skills.
- Join a forward-thinking team committed to nurturing the next generation and be a part of their success stories.

PRIMARY FUNCTION

Working in a service delivery model, the Program Mentor's key outcomes are to improve the work readiness of individuals and to assist them into work, training, or further education. The focus of the role is to mentor and support individuals while they are in the Warrmijala Murrgurlyai (Rise Up To Work) Sustainable Employment Program to understand what is expected in the workplace and to develop the skills, attitudes, and behaviours expected by employers.

- **Mentoring and Guidance:** Provide mentorship to individuals in the Warrmijala Murrgurlyai Program, aiding their professional development and work readiness.
- **Service Delivery Support:** Ensure participant compliance with the Service Delivery Plan and offer coaching through the 3rd Space Connections framework to address employment barriers.
- **Participant Engagement:** Maintain regular contact with participants to support their journey, utilizing tools like Outlook Calendar for schedule management.
- **Cultural and Skills Development:** Facilitate participant involvement in cultural activities and employability skills training, enhancing personal and professional growth.
- **Administrative Oversight:** Contribute to administrative tasks and organizational compliance, upholding the program's standards and procedures.

ESSENTIAL SELECTION CRITERIA

1. Proven experience in mentoring, coaching, or related roles within employment programs, ideally with a focus on youth and Indigenous communities.
2. Strong understanding and practical knowledge of service delivery models and workforce readiness programs.
3. Advanced interpersonal skills with the ability to engage, inspire, and support individuals from various backgrounds.
4. Competence in using Microsoft Office Suite, particularly Outlook, for managing schedules and maintaining participant contact.
5. Demonstrated ability to work within a team and contribute positively to a culturally sensitive work environment.
6. Relevant qualifications or equivalent practical experience in education, training, community development, or a related discipline.

PRE-EMPLOYMENT REQUIREMENTS

7. Working With Children check
8. Current 'C' Class driver's licence
9. National police clearance



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

BENEFITS:

Salary Packaging

Employees of NBY are eligible to salary package up to \$15,900 per year for everyday living expenses such as mortgage, rent, or meal and entertainment. As Broome is considered a Remote Area, additional benefits may also apply.

For further information refer to our salary package provider, AccessPay at <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 16,000, 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 your CV and a cover letter addressing the selection criteria.

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

Applications for this position close at **5pm Thursday, 14 March 2024.**

