



Role Profile: Remote Focus Coordinator

Background

Desert Knowledge Australia (DKA) is a Northern Territory statutory organisation established under the Desert Knowledge Australia Act 2003 (NT) to support education, research and partnerships to improve the social and economic development of desert and arid communities.

DKA manages the development and operations of the Desert Knowledge Precinct and initiates collaborative approaches to support its legislated and strategic objectives.

DKA's vision is 'to share our place on country to innovate, progress social wellbeing and sustainability for desert and arid communities.'

About the role

Desert Knowledge Australia (DKA) is seeking an experienced community development professional and partnerships broker to develop and drive the Remote Focus initiative.

The Remote Focus Coordinator will have experience working with remote communities and understand the needs, challenges and opportunities for improving community sustainability and livability in central Australia.

The Remote Focus Coordinator is a newly created position responsible for leading and managing the Remote Focus initiative. This is a 12-month position funded through the Department of Territory Families, Housing and Communities which aims to support better outcomes in remote communities by improving collaborative governance and service delivery in the areas of community sustainability and livability.

The key areas of focus for the initiative include: water, renewable energy, food security, housing and workforce development in remote communities and homelands.

This role involves extensive collaboration with various stakeholders, including remote Aboriginal communities, government agencies, educational institutions, NGOs, and the private sector.

Accountable to: Chief Executive Officer, Desert Knowledge Australia

Location: Alice Springs Northern Territory

Employment Type: Full-time 38 hrs per week, flexible arrangements by negotiation

Salary: A07 - \$111,704 + leave loading and superannuation

Leave: 6 weeks annual leave and 3 weeks personal leave including cultural leave

Key Responsibilities

1. Program Management:
 - Oversee the planning, implementation, and evaluation of the Remote Focus initiative.
 - Develop and manage project plans, including timelines, milestones, and deliverables.
2. Stakeholder Engagement:
 - Build and maintain strong relationships with key stakeholders, including remote Aboriginal communities, government agencies, NGOs, and private sector partners.
 - Facilitate regular communication and collaboration among stakeholders to ensure alignment and support for the initiative.
 - Act as the primary point of contact for stakeholders, addressing inquiries and concerns promptly and effectively.
3. Research and Data Management:
 - Develop a research and data management plan that support priority reform 4 under the National Agreement on Closing the Gap.
4. Community Outreach and Education:
 - Develop and implement community outreach strategies to raise awareness about the initiative and its benefits.
 - Organise workshops, training sessions, and educational events to build local capacity and knowledge.
 - Support community-led initiatives and encourage local ownership of projects.
5. Resource Mobilisation:
 - Identify and secure funding opportunities to support program activities.
 - Prepare grant proposals, reports, and other documentation required by funding bodies.
6. Monitoring and Evaluation:
 - Develop and implement monitoring and evaluation frameworks to assess the impact of the program.
 - Regularly review program performance and make necessary adjustments to enhance effectiveness.
 - Prepare and present progress reports to senior management and stakeholders.

Key deliverables will include:

- Stakeholder mapping and community engagement plan for central Australia
- Establishment of a Steering Committee for the Remote Focus initiative
- Organise and deliver a workshop series to understand and identify the key gaps and opportunities for improving the liveability and sustainability of central Australian communities.
- Identify key funding opportunities to support collaborative, community-led development that will improve outcomes for people living in remote communities.

Qualifications and Experience

Personal Attributes:

- **Cultural awareness and sensitivity:** respect for and understanding of Aboriginal cultures and community living
- **Leadership:** ability to inspire and lead teams and stakeholders towards common goals
- **Adaptability:** Flexibility to adapt to changing circumstances and environments
- **Initiative:** Proactive approach to identifying and addressing challenges and opportunities
- **Commitment:** Dedication to improving outcomes for remote communities and fostering sustainable community development.

Essential criteria:

- Bachelor's degree in a relevant field such as Community Development, Environmental Science, Social Sciences, or a related discipline. A Master's degree is preferred.
- Minimum of 5 years of experience in program management, preferably in a remote or Aboriginal community context.
- Demonstrated experience in stakeholder engagement and partnership building.
- Strong project management skills, with the ability to manage multiple priorities and deadlines.
- Excellent communication and interpersonal skills, with the ability to engage effectively with diverse stakeholders and report writing.
- Analytical and problem-solving skills, with the ability to make evidence-based decisions.
- Knowledge of cultural sensitivities and the ability to work respectfully with Aboriginal people.
- Proficiency in Microsoft Office Suite and project management software.
- Applicant must hold a Northern Territory Driver's Licence and be prepared for remote driving.

Highly desirable:

- Experience in managing collaborative projects related to renewable energy, water management, housing, or workforce development.
- Mediation and facilitation skills and experience – ability to run planning workshops

Aboriginal and Torres Strait Islander applicants are encouraged to apply.

Application Process

Applicants are required to complete the online form and attach their CV through this link <https://wkf.ms/4dAoakS>.

Enquiries via email to kate.wiles@dka.com.au or call 08 8959 6000.