

PROJECT OFFICER VACANCY



The National Best Practice Unit Tackling Indigenous Smoking (NBPU TIS), managed by Ninti One Limited, supports regional tobacco grant recipients across Australia in their efforts to reduce the rates of smoking among Aboriginal and Torres Strait Islander people. The Project Officer reports to the Senior Project Officer and works as part of the project team to identify, develop and deliver evidence-based support to regional grant recipients.

Key responsibilities of this Adelaide based role are:

- Maintaining ethical standards in the conduct of project activities, especially in observing ethics and intellectual property protocols established by Ninti One to achieve effective practice in work with Aboriginal and Torres Strait Islander organisations and communities;
- Developing and maintaining a close working knowledge of social, political and scientific developments likely to impact on the TIS program, the work of NBPU TIS and its partners and bring this knowledge to bear on project work;
- Organising and participating in frequent regional and national workshops;
- Proactively maintaining, developing and enhancing strong ongoing relationships with a wide range of NBPU TIS stakeholders; and
- Maintaining knowledge of the impacts of smoking on Aboriginal and Torres Strait Islander communities.

The successful candidate will have strong cross-cultural skills, excellent project management and administrative skills and the capacity to work collaboratively with a diverse range of stakeholders. They should have appropriate formal qualifications or relevant practical experience in community development and/or health promotion. Knowledge of the cultural, political, economic and social issues affecting Aboriginal and Torres Strait Islander peoples is essential, as are effective written and verbal communication skills. They should also have a current open licence and the ability to undertake extensive travel.

All applicants must address a Selection Criteria which can be obtained from the NBPU TIS office. Please contact Karen on (08) 82110400 or via karen.kairupan@nintione.com.au. Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

Closing date: COB Wednesday 27th February 2019

For more information about the NBPU TIS, please visit our website:
www.tacklingsmoking.com.au

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