

## Regional Economic Development Manager

<b>PROJECT:</b>	<b>Algabonyah Business Development Unit</b>
<b>LOCATION:</b>	Shepparton
<b>POSITION TYPE:</b>	Full-Time
<b>CLASSIFICATION:</b>	Level 7
<b>RENUMMERATION:</b>	Competitive salary offered
<b>CONTRACT TERM:</b>	2 years, with potential extension
<b>CONTACT OFFICER:</b>	Maxine Bartlett



### Organisational context

The **Kaiela Institute** supports collaboration between Aboriginal and non-Aboriginal leaders to envision, design and implement an inclusive future for all people in the Goulburn Murray region.

It has been established to provide a place and a process to encourage and support our leaders and institutions to collaborate and take a more strategic approach to building the future of our community; to move from the necessities of crises intervention to the potential of a real design of future.

Kaiela Institute is the lead organisation in the Goulburn-Murray region for the Community Revitalisation and Strengthening Pathways to Economic Participation initiatives (Victorian Government), and Empowered Communities initiative (Australian Government).

This includes supporting partnerships to deliver initiatives in the identified priority areas of health, education, employment and social inclusion.

### Position outline

The position is responsible for managing and leading the Algabonyah Business Development Unit (ABDU) to creating intensive place-based focus on First Nations business development and growth, including generating employment and prosperity outcomes for the Greater Shepparton and Goulburn Murray Regions.

The position will foster collaboration across all levels of government (local, State and Commonwealth), education, industry and community sectors to co-design and leverage opportunities for local Aboriginal employment and further economic development. This includes developing strategies and forging strategic relationships to strengthen entrepreneurial capabilities and remove barriers to aspiration, long term career development, business continuity and growth amongst the local Aboriginal community.

Key duties include:

- Lead co-design processes to map and analyse the regional economic ecosystem, including identifying opportunities, gaps, and developing program initiatives.
- Identify strategic procurement opportunities, including with major infrastructure and sector-based firms and those with First Nations procurement targets.
- Manage a small team of staff and contractors to develop and deliver current and future initiatives.
- Undertake strategic planning and coordinate project steering committees, ensuring alignment with existing and future initiatives and programs.
- Liaise with key internal and external partners and stakeholders to bring about investment and employment opportunities, including with government, institutional and industry bodies and the community.
- Work with key partners to build a business incubator platform and supporting tools for local First Nations entrepreneurs.

## Selection criteria

### *Essential*

- Experience in liaising with and managing relationships with government and industry.
- Experience in establishing, building, and maintaining strong working relationships with key internal and external stakeholders with diverse backgrounds.
- Experience in managing, mentoring and guiding staff, including performance management activities.
- Understanding of the audience and context and the ability to effectively tailor communication and communication styles.

### *Important*

- Relevant tertiary qualifications or professional experience, for example Business Management or Community Development
- Experience working in First Nation communities, including with senior leaders, on social or economic reform initiatives.
- Issues facing First Nations people in the Goulburn-Murray region
- Employment barriers and issues of the First Nations workforce

## Conditions of employment

Full and current driver's license valid for driving in Victoria.

Successful candidates will be required to undertake pre-employment checks including proof of identity, qualifications, driver's license, and a criminal records check.

The position is also subject to the satisfactory completion of a three-month probationary period.

Must possess a current Working with Children Check

Some out of business hours work may be required, or out of business hours work may be required.

Overnight stays and interstate travel may be required, or interstate travel may be required.

## To apply

For further details on this position, please see contact Maxine on mobile: **0437 762 488**.

Please submit your CV and a two-page statement of claims against the selection criteria providing relevant examples against key duties of the role to email: [administration@kaielainstitute.org.au](mailto:administration@kaielainstitute.org.au)

**Application Closing Date:** 5pm Friday, 30 July 2021