



Community Development Worker - Glossodia

Glossodia Community Centre

Job description

Glossodia Community Centre, established in 1982 is situated in the heart of Glossodia NSW, next door to the local shopping centre and close to the public school. The DCJ funded TEI program operates out of the Centre as does the Out of School Hours Care service.

The Object of the Association are:

- Research community needs and identify strategies that will assist in the continued development of the rural communities of the Hawkesbury.
- Design, implement and evaluate TEI (DCJ Funding) community based programs and networks that assist the rural communities of the Hawkesbury.
- Advocate on behalf of the rural communities of the Hawkesbury.

GCC's main building has two halls which are available for hire and two smaller buildings in the back, one used for youth activities and one for meetings etc.

This position is funded by (DCJ) to work with and support the Manager/Community Development Worker to deliver the Targeted Earlier Intervention (TEI) Program, focussing on delivering community-based programs, events and over to empower vulnerable people from the community and groups to connect and participate in the broader community.

You need a commitment to strengths-based, inclusive and evidence-informed practice combined with excellent communication and interpersonal skills. A background of working cooperatively with management and co-workers, engaging people from diverse walks of life, and collaborating to deliver activities aimed at breaking down barriers and increasing access to resources and opportunities to thrive, are key assets in this role.

Competency using Microsoft Office programs, email, internet and social media is required. You must be reliable, self-motivated and well-organised and capable of fulfilling the administrative and reporting accountability requirements of the position.

If you are friendly, open-minded, have strong professional boundaries, show pride and commitment in being part of our organisation, then this could be your next role.

This is a Part Time position 15 hours per week min; days of work will be negotiated with the successful candidate. This position is classified from the NSW SCHADS Award.

SELECTION CRITERIA

Essential

- Qualifications in a relevant field (i.e. Community Services, Youth) Min Cert IV.
- Computer Skills
- Demonstrated ability to deliver diverse community-based programs
- Strong communication skills
- Ability to develop and maintain networks
- Capacity to work in a culturally competent framework
- Sound organisational and time management skills
- Demonstrated experience in community development
- Work inclusively and cooperatively to achieve collectively as a member of the GCC team.
- Working with Children's Check
- Police Check
- First Aid Certificate or willing to obtain.

COMMUNITY DEVELOPMENT BRIEF:

- To work in socially and geographically isolated communities in the City of Hawkesbury.
- To develop new services and resources that are identified by them as relevant and necessary to the infrastructure and wellbeing of their communities
- Comply with the TEI Program Guidelines and Community Skills Development as per DCJ Funding delivery, in conjunction with TEI.
- Comply and assist with DEX online data collection
- To work with client (target) groups in the Hawkesbury LGA
- To assist in research, plan, and develop new programs. Review the service using community engagement strategies and a recognised planning framework such as Results Based Accountability.
- Participate in relevant interagency/network meetings as required
- To assist research the needs of isolated communities and assist groups and community organisations in quests for support, grants or funding for programs.
- To support the ideals of equity, access and social justice for the community.
- Facilitate programs for community development.
- To distribute promotional material and resources to community and other service outlets.
- Dissemination of information to the community.
- Work with the other staff to facilitate and ensure that programs and activities for the different age groups in the organisation's brief meet appropriate standards.
- Provide own comprehensively insured motor vehicle for work travel. (Travel will be reimbursed at the Award rate.)
- To assist with the running of programs and events for the organisation.
- Assist with maintenance of the community centre and to adhere to WHS policies.

To apply for this position please email your resume to Rae@glossodiacc.org.au.