

**Manager Compliance & Quality Control (Aboriginal Identified)**

**NGUNYA JARJUM ABORIGINAL CHILD AND FAMILY NETWORK**

**Lismore NSW 2480**

**Service delivery area Tweed Heads to Grafton**

**Community Services & Development - Management**

**\$100,000 - \$119,999 – 76 hour fortnight**

**About us visit [www.ngunyarjarjum.com](http://www.ngunyarjarjum.com)**

We value building meaningful relationships and work to build trust with families, communities and our partners.

Our Vision is for a connected, culturally rich and thriving community where Ngunya Jarjum support our local families to nurture their children, raise them on country, and preserve our culture and strength into the future.

We are seeking an experienced Manager Compliance & Quality Control to lead and develop our Compliance team. In this role you will report directly to the Operations Manager.

The key objectives of the role include:

- Provide leadership to the compliance team and ensure that staff capability is developed to each team member's full potential.
- Ensure compliance standards are in line with established Ngunya Jarjum policies and procedures, NSW Office of Children's Guardian (OCG) standards and in compliance with relevant legislation.
- Participate in the development and implementation of the organisation strategic and operational plan.

**If this opportunity to work amongst mob for mob is for you!**

**Please submit your CV and Expression of Interest addressing the following selection criteria –**

- You identify as Aboriginal and/or Torres Strait Islander
- Understanding of PSP OoHC and Family Preservation Service Program Specifications, legislation and OCG accreditation standards.
- Ability to professionally lead and develop a compliance team
- Ability to manage and prioritise tasks in a high-volume work environment to meet a number of competing deadlines.
- Tertiary qualification in Compliance, Management or Business Administration and/or equivalent demonstration of such knowledge.
- High level of computer literacy; sound working knowledge of Microsoft Office 365 and Client Record Management Systems.
- Current NSW driver's licence

Appointment to this position will be subject to a National Criminal History Record Check and Working with Children Check clearance. Two reference checks will be required including one recent supervisor.

Ngunya Jarjum Aboriginal Corporation has a COVID-19 Vaccination Policy in place which applies to Employees. If you would like further information regarding this policy, please email [human.resources@ngunyajarjum.com](mailto:human.resources@ngunyajarjum.com)

- Full non-profit status with salary sacrifice available to reduce tax and increase your take home pay
- An opportunity to make a difference to Aboriginal Jarjums and families across our community
- Located on beautiful Bundjalung Country

To find out more please contact Michelle Hicks on (02) 6626 3700 Human Resources Manager.

All applications will be received via SEEK or [recruitment@ngunyajarjum.com](mailto:recruitment@ngunyajarjum.com)

**Closing date for applications is Thursday 23rd June 2022**

**This position is identified for Aboriginal people and exemption is claimed under 14d of the Anti-Discrimination Act 1977.**