



Senior Policy Officer – Remote housing & homelands

Position description

- Award** SCHADS level 7.1
- Salary** Base salary \$113,238 per annum plus 11% superannuation; 17% leave loading; salary packaging through CBB (worth around \$15,000)
- Location** Darwin (Garramilla)
- Reports to** Deputy CEO
- Requirements** C-class driver's licence; criminal history check; Ochre card

About AHNT

Aboriginal Housing Northern Territory (AHNT) Aboriginal Corporation incorporated in 2019 as the first peak body advocating for Aboriginal-controlled housing in the Northern Territory (NT). We have a membership of 19+ Aboriginal-controlled organisations that provide housing and related services in town camps, remote communities and homelands, and we work closely with the four land councils of the NT. We are the NT's leading voice on Aboriginal housing, homelands reform and sector capacity-building, and we are governed by up to 16 Aboriginal leaders.

Our vision is **Aboriginal housing in Aboriginal hands**, and we advocate for more housing and especially, housing that is appropriate to climate and culture.

AHNT is a member of the Aboriginal Peak Organisations NT (APONT) and National Aboriginal and Torres Strait Islander Housing Association (NATSIHA). We have a memorandum of understanding (MoU) with NT Shelter as the peak for NT housing and homelessness, advocating for a shared approach to improving housing options for Aboriginal people.

Our values

In all our work we embody these values:

- **cooperative** – we work together
- **culturally strong** – we are community-led and respect Aboriginal knowledge
- **strengths-based** – we focus on what works
- **trustworthy** – we are reliable and committed
- **innovative** – we try new ways

About the role

The Policy Officer - Remote Housing and Homelands will undertake research and provide critical policy analysis to identify strategies to build capacity across the Aboriginal community-controlled housing and homelands sectors across the Northern Territory. This position will work closely with the Australian and Northern Territory Governments, Land Councils, Aboriginal community-controlled housing organisations, Homelands Service Providers and AHNT member organisations.

By undertaking objective, critical analysis to establish policy positions that recognise, manage and inform relevant housing and homelands matters, they will play a vital role in supporting the identification and development of innovative policy approaches to reform and build the Aboriginal community-controlled housing and homelands sectors in the Northern Territory.

Key duties and responsibilities

As Policy Officer you will:

- Lead and undertake research, analysis and review of complex policy issues, identifying emerging issues, and developing evidence-based options and strategies to build the Northern Territory's Aboriginal community-controlled housing and homelands sectors
- Provide expert advice and information to inform policy initiatives and decision making aligned to Northern Territory and national Aboriginal housing reform agendas, including preparation of discussion papers, briefs and submissions to contribute to the development and delivery of policy initiatives
- Work with senior management, AHNT member organisations and Aboriginal communities to effectively develop and implement innovative and practical policies for AHNT's strategic goals; and

In conjunction with stakeholders, including the NT Government, Australian Government, Land Councils and the sector:

- Undertake and provide high-level research, policy and planning advice and recommendations to AHNT on all matters affecting AHNT and the Aboriginal community-controlled housing and homelands sector.
- Lead and facilitate stakeholder engagement, consultation and negotiation on policy issues to identify and develop solutions and make recommendations that account for relevant factors and support sound policy decisions and approaches.
- Identify new and emerging issues for the Sector, coordinate appropriate research into those issues and develop policy responses for consideration by the CEO and AHNT Board.
- Coordinate and prepare AHNT's position and responses for external meetings and represent AHNT at those meetings or forums when required.
- Oversee the preparation of reports, briefs and correspondence to inform or respond to CEO, Deputy CEO and/or Board requests.
- Maintain close linkages with other peaks, both in the Northern Territory and nationally.
- Assist with members' meetings to share information and seek advice from AHNT members.
- Draft AHNT media releases.

- Ensure a high level of internal communication on policy matters and developments.
- Other duties as directed, commensurate with skills and experience.

Selection criteria

Essential

- Experience in the human and/or social services sector or relevant experience in policy development, implementation in a professional or service industry.
- Demonstrated achievement and success in the development, implementation and evaluation of policies, procedures, briefings, reports and/or project development, using effective written, verbal and information technology communications.
- Demonstrated experience and commitment to professionalism, integrity and ability to influence policy design and outcomes.
- Knowledge of, or ability to rapidly acquire knowledge of the Aboriginal community-controlled housing and homelands sector, industry policy and legislative frameworks and the broader Aboriginal housing and homelands reform agenda.
- Proven ability to communicate effectively and sensitively in a cross-cultural environment by prioritising Aboriginal cultural values, conventions, and practices.
- Self-motivated with the ability to work collaboratively in a team environment in an Aboriginal organisation.
- Well-developed oral and written communication skills with proven ability to effectively engage with a wide stakeholder group, including with people who speak English as a second or other language.
- An ability to be innovative and show initiative to achieve sound results with limited direction, using good time management skills and task prioritisation.
- High level IT proficiency and attention to detail across a range of applications, including Microsoft Office Suite, Databases, Videoconferencing and Website administration.

Desirable

- An awareness and understanding of the NT Aboriginal community-controlled housing and homelands sector, including remote and urban housing contexts, homelands, town camps and community living areas, and the issues impacting on Aboriginal housing in the NT.
- Experience working in an Aboriginal-controlled organisation and/or a remote community and/or the NT or Australian government or a land council.
- Relevant tertiary qualification.

How to apply

If you wish to apply, please send a cover letter addressing your claims against the selection criteria, along with your CV, to hr@ahnt.org.au by Friday 2 May.