



Wangka Maya Pilbara Aboriginal Language Centre

PO Box 2736, South Hedland WA 6722.
Phone (08) 91722344 fax: (08) 91722355
ABN 40151070124

MANAGER

Wangka Maya Pilbara Aboriginal Language Centre seeks an experienced manager to lead their strong team. The manager is responsible for all day to day operations and staff management, and reports to a committed, cohesive Board, assisting them with strategic direction, service development and building networks. The centre employs 12 staff including linguists and language workers and also runs a successful cultural awareness training enterprise.

The successful candidate should have experience in the management of physical, financial, knowledge and human resources in compliance with relevant contracts and legislation. They should have a respect for and understanding of Aboriginal culture.

The package includes salary and allowances of \$90,438 to \$99,568 (depending on qualifications and experience) plus super, subsidised rental housing, private use of vehicle within the Town of Port Hedland and five weeks annual leave.

Wangka Maya was established in 1987 and aims to record and maintain the Aboriginal languages of the Pilbara region.

Selection Criteria:

Essential:

1. Respect for and understanding of Aboriginal cultures.
2. Experience in the management of staff and other resources in an organisation.
3. Well-developed communication skills-people skills and written communications.
4. Agreement to undertake a national police clearance.

Desirable:

1. Well-developed personal organisation skills.
2. Demonstrated financial skills.
3. Willingness to acquire sufficient knowledge of Aboriginal language issues to manage professional staff.
4. Computer skills in word processing and email.
5. Knowledge and understanding of key legislation affecting the workplace.
6. Tertiary qualifications in a relevant area.

To apply, email the selection criteria and your resume to Tracy Bushell at manager@wangkamaya.org.au .

Applications close **10 August 2012**.

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