

Aboriginal and Torres Strait Islander Graduate A03

Duration	Full-Time, Fixed Term for 18 months	Fortnightly salary	\$2,393-\$2,656	Annual remuneration	\$62,431-\$69,292
Location	Rockhampton & Townsville	Contact	Jodie Luck, Aboriginal and Torres Strait Islander Community Engagement Co-ordinator Phone: 073021 9113		

Your opportunity

This is your opportunity to join Queensland's leading human rights agency and to be an integral part of a high performing team supporting the functions of the Human Rights Commission, particularly in respect of the *Human Rights Act 2019* and the *Anti-Discrimination Act 1991*.

About the Queensland Human Rights Commission

The Queensland Human Rights Commission is an independent statutory body with responsibilities under two Queensland laws: the *Anti-Discrimination Act 1991* and the *Human Rights Act 2019*.

The Commission works with individuals and organisations to achieve our vision of a community where there is respect, equality and dignity for all people in Queensland. We advocate for our laws, we inform and educate people about their rights and responsibilities under these laws, we offer a free and impartial dispute resolution service and we conduct reviews of programs and practices to facilitate compatibility with the law. We also undertake research to identify, understand and find solutions to systemic causes of discrimination and human rights breaches. We conduct investigations to identify and eliminate systemic discrimination, and we intervene in court and tribunal proceedings that involve human rights issues.

Our vision: Respect, equality and dignity for all people in Queensland

Our purpose: To strengthen the understanding, acceptance and promotion of human rights in Queensland

The team

You will work as a part of a multifaceted team which provides a number of services across the region. You will shadow and assist in a number of areas including complaints, community engagement and corporate services support. Graduates will actively support the Commission's strategic focus area of: supporting justice and self-determination for Aboriginal peoples and Torres Strait Islander peoples. You will support the development of links between the Commission and Aboriginal and Torres Strait Islander communities.

In addition to learning all aspects of the Commission's work, graduates may also undertake specific work relating to their area of discipline

The role reports directly to the Regional Manager with input and support from the Aboriginal and Torres Strait Islander Community Engagement Co-ordinator, based in Brisbane.

What are we looking for

For this role, we will consider how well you:

1. **Supports Strategic Direction** - Ability make good decisions and problem solve within a legislative and policy framework.
2. **Achieves Results** –Ability to perform a variety of administrative and community engagement tasks with close attention to detail in accordance with organisational goals.
3. **Supports Productive Working Relationships** - Ability to build and maintain effective relationships with community members and other stakeholders, colleagues and managers.
4. **Displays Personal Drive and Integrity**- Ability to take personal responsibility for accurate completion of work and seek assistance when required. Remain positive and respond to pressure in a calm manner.
5. **Communicates with Influence** - Clear, confident, adaptable and respectful communication skills both written and oral, including the ability to communicate with supervisors, colleagues and diverse clients.

Your contribution

We are looking for graduates who can demonstrate:

- Strong people skills and a team focused approach
- Resilience and the ability to embrace and adapt to change
- Sound judgment, common sense and the ability to think strategically
- Energy, enthusiasm and initiative
- Excellent presentation and communication skills
- Sound administration and word processing skills with close attention to detail.

Qualifications

Applicants must possess a Bachelor degree in any discipline by the commencement of the program or have completed a degree or post-graduate qualification no more than two years prior to the commencement of the program.

This is an identified position and the occupant must be of Aboriginal and/or Torres Strait Islander descent. This position is created as an equal opportunity measure under section 105 of the *Queensland Anti-Discrimination Act 1991*.

Verification of Aboriginality and/or Torres Strait Island heritage

For administrative purposes, in relation to an Aboriginal and/or Torres Strait Islander role, an Aboriginal and/or Torres Strait Islander person is a person who:

- identifies as an Aboriginal and/or Torres Strait Islander person;
- is of Aboriginal and/or Torres Strait Islander descent;



- is accepted as an Aboriginal and/or Torres Strait Islander person by the Aboriginal and/or Torres Strait Islander community in which he or she lives.

Interested in applying?

To apply send us:

- your current resume, including 2 referees, one of which must be an Aboriginal and/or Torres Strait Islander community person.
- Details of your degree including evidence of the institute conferring your degree and the date of graduation.
- a brief letter (1 -2 page) telling us why you are interested in this role and outlining your suitability for the role by addressing the key attributes under “what we are looking for”. Please note: your statement may be considered an example of your written communication skills.

Send your application to Queensland Human Rights Commission at info@qhrc.qld.gov.au

Enquiries

To discuss the role please contact the Aboriginal and Torres Strait Islander Community Engagement Coordinator, Jodie Luck, telephone (07) 30219113 or email Jodie.luck@qhrc.qld.gov.au