

BARKLY REGIONAL COUNCIL



Cultural Advisor (ACA001)

1. Position Objectives

The position of Cultural Advisor serves as a key resource in fostering understanding, respect, and inclusion of Indigenous cultures, histories, and perspectives across the Barkly.

This role supports the organisation in creating culturally safe and inclusive practices, building relationships with Indigenous communities, and promoting reconciliation.

One of the key functions of the position is to support the development, integration and monitoring of a registered reconciliation action plan for Barkly Regional Council.

The responsibilities of this role may require you to work weekday evenings and weekends on occasions.

It is a requirement of this position that the position holder be willing and able to travel and work in remote communities located within the Barkly Regional Council area, and that the position holder agrees that this requirement may, from time to time, require the position holder to stay overnight.

Aboriginal Identified Position as per section 35A of the Anti-Discrimination Act 1992 (NT).

2. Our Vision, Purpose and Values

VISION

“We will strive to be innovative and sustainable Council that listens to our communities and empowers future generations of the Barkly”.

PURPOSE

“Our commitment is to serve and support our communities by delivering strong local leadership, purposeful advocacy, and impactful services”.

VALUES

- | | |
|------------------------|--|
| Integrity: | Upholding honesty and transparency in everything we do. |
| Diversity: | Embracing and celebrating the unique identities, traditions, and strengths of every community. |
| Empathy: | Understanding and valuing the needs and experiences of others. |
| Accountability: | Taking ownership of our actions through commitment to BRC and our communities. |
| Service: | Dedicating ourselves to excellence, putting people first, and creating a positive impact. |

3. Key Responsibilities

Cultural Advising and Education

- Provide guidance on Indigenous cultural practices, protocols, and perspectives.
- Deliver cultural awareness training to employees, leadership, and stakeholders.
- Support the organisation in developing, integrating and monitoring a registered reconciliation action plan.

Community Engagement

- Build and maintain respectful relationships with local Indigenous communities, Elders, and knowledge keepers.
- Act as a liaison between the organisation and Indigenous communities to foster collaboration and mutual understanding.
- Support the development and implementation of community engagement strategies.

Policy and Program Development

- Advise on the development of culturally appropriate policies, programs, and initiatives.
- Develop and implement a cultural induction program for new employees.
- Provide recommendations to address barriers to inclusion and participation for Indigenous peoples.

Support and Advocacy

- Offer guidance and support to Indigenous employees, helping them to understand Barkly Regional Council workplace expectations, policies, asset care, timeframes, key systems (such as payroll, incident reporting, etc) and training requirements.
- Advocate for the recognition and celebration of Indigenous cultures, languages, and histories within the organisation.
- Assist in identifying and addressing employment opportunities in collaboration with key stakeholders.

Event Planning and Participation

- Coordinate and participate in cultural events, ceremonies, and observances.
- Facilitate the inclusion of Indigenous cultural practices in organisational events and activities.

Other

- You will be required to perform your duties in Tennant Creek or elsewhere within the Barkly Regional Council authority area as reasonably directed by the Council.
- Ensure that the highest professional standards and Barkly Regional Council values are upheld at all times.
- Demonstrate commitment and enthusiasm to promote the principle of Diversity, Equity, Inclusion, and Belonging (DEIB) in employment and service delivery.
- Work safely and promote a safe working environment in accordance with Work Health Safety (WHS) legislation and Barkly Regional Council's policies and procedures.
- The duties listed are not exhaustive and may be varied from time to time as dictated by the changing needs of the Barkly Regional Council. The position holder will be expected to undertake other duties as appropriate to the position classification and as requested by his/her/their manager.

4. Key Accountabilities

- Provide guidance on Indigenous cultural practices and deliver cultural awareness training.
- Build relationships with Indigenous communities and support community engagement strategies.
- Advise on developing culturally appropriate policies and programs and implement cultural induction.
- Support and advocate for Indigenous employees, promote cultural recognition, and assist with employment opportunities.
- Demonstrates and actively promotes Council's values in all interactions and decision-making.

- Contribute to the effective implementation and achievement of the objectives outlined in the Regional Plan.

5. Core Competencies

- Cultural Sensitivity
- Relationship Building
- Advocacy and Influence
- Strategic Thinking
- Program and Policy Development

6. Organisational Relationship

Position Title:	Cultural Advisor (ACA001)
Reports to:	Chief Executive Officer (CEO001)
Department:	Office of the CEO
Supervises:	N/A
Internal Liaison:	Chief Executive Officer Chief Financial Officer Chief Operational Officer Director of Community Services Director of Infrastructure/Fleet Other Council Staff
External Liaison:	Governments and Non-Government Departments, Organisations and Representatives Community Elders Local Authority Members External Aboriginal Organisations Rate Payers, Residents, and Visitors

7. Wages and Allowances

Classification:	Level 9 Pay Point 1 <i>Barkly Regional Council Enterprise Agreement 2024</i>
Status:	Full-Time Permanent (38 hours per week)
Annual Salary:	\$97,956.73 per annum (\$3,767.18 gross per fortnight)
Superannuation:	12%
Roster:	The supervisor will set a roster that is no more than 38 hours within a given week and/or 7.6 hours within a given day. The roster will be, within the span of ordinary hours of work, currently 6:00 am to 6:00 pm, Monday to Friday.

8. Knowledge and Skills

Organisational:

- Knowledge and understanding of Aboriginal Culture.
- Excellent time management and organisational skills.
- The ability to work within a team environment whilst also producing results working independently.
- Ability to manage multiple tasks effectively with a degree of flexibility within a changing work environment.

Interpersonal:

- A willingness to work in a remote and sometimes demanding environment.
- Demonstrated ability to work within tight timeframes and regularly monitor deliverables.
- Ability to successfully interact with people at all levels.

Change Management:

- Ability to recognise issues and use initiative to identify and discuss proposed solutions.
- Ability to promptly respond to changed circumstances and make sound decisions to ensure the ongoing efficient and effective delivery of key deliverables within the role in the best interests of the Barkly Regional Council.
- Ensure compliance with and adherence to all legislative requirements and best practices at all times.

Commitment, Attitude, and Application to Duties:

- Provide courteous and prompt attention to requests for information.
- Demonstration of a positive and proactive attitude with strong initiative.
- Promote Barkly Regional Council in a positive manner at all times.
- Promote and encourage continuous quality improvement strategies for the delivery of accurate and timely documentation.
- Take responsible care to ensure one's own safety at work and that of other staff within the workplace.

9. Essential Criteria – Qualifications, Skills, and Experience

1. Knowledge of the Barkly region, including cultural awareness and the ability to engage respectfully with Aboriginal communities.
2. Lived experience and/or strong connection with Indigenous communities.
3. Excellent communication and interpersonal skills, with the ability to engage effectively with diverse audiences.
4. Experience in community engagement, cultural advising, or a related field.
5. Ability to work collaboratively and respectfully with the executive team, Indigenous Elders, knowledge keepers, and communities.

10. Desirable Criteria – Qualifications, Skills, and Experience

1. Proficiency in an Indigenous language.
2. Experience in delivering training or workshops.
3. Previous experience working in Local Government.

11. Compliance, Training and Development

Mandatory

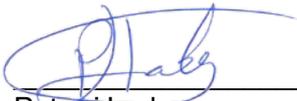
- National Criminal History Check
- Working with Children Clearance
(Ochre Card – Northern Territory)
- Driver's Licence

Desirable

- Corporate Induction
- Site Induction
- Work Health and Safety (WHS) Induction
- VTP414 4WD Operations on Unsealed Roads Course
- Post-secondary education in Indigenous Studies, Social Sciences, Community Development, or a related field (or equivalent experience).

12. Certification

The details contained in this document are an accurate statement of the responsibilities, accountabilities, and other requirements of the position.



Peter Harder
Chief Executive Officer

19 / 03 / 2026
Date

13. Acceptance

I, _____, have read and understood the requirements of this position and hereby agree to the responsibilities as outlined above.

Signature

_____/_____/_____
Date