



Position Description –Commissioner for Aboriginal Children and Young People

Role Details

Classification	Commissioner
Work Location	Melbourne CBD (Flexible-Hybrid)
Employment Type:	Full-time, 76 hours per fortnight, Fixed term
Remuneration Package:	TBC
Position reports to:	Principal Commissioner, Commission for Children and Young People
Closing date:	TBC

ONLY INDIGENOUS AUSTRALIANS ARE ELIGIBLE TO APPLY AS THIS POSITION IS EXEMPT UNDER THE SPECIAL MEASURES PROVISION, SECTION 12(1) OF THE EQUAL OPPORTUNITY ACT 2010 (VIC)

Commission for Children and Young People

The Commission for Children and Young People (the Commission) was established under the *Commission for Children and Young People Act 2012*.

The objective of the Commission is to promote continuous improvement and innovation in policies and practices relating to the safety and wellbeing of all children and the provision of out of home care services for children.

The Commission is constituted by a Principal Commissioner, assisted by additional Commissioners where a particular focus is warranted.

Key accountabilities

The Commissioner for Aboriginal Children and Young People will be a collaborative leader with a passion for promoting the self-determination of Aboriginal children and young people and safeguarding the rights and dignity of Aboriginal children and young people, who remain overrepresented in the child protection and youth justice systems.

The following accountabilities apply to the role:

- Undertake the role and functions in accordance with the *Commission for Children and Young People Act*.
- Contribute, alongside the Principal Commissioner, to leading the Commission in a manner that is compliant with all the requirements of a public entity (including financial, legal, industrial, Aboriginal cultural safety and ethical).
- Provide independent advice to Ministers, and government departments, and providers of services, regarding policies, practices and the provision of services relating to the safety and wellbeing of Aboriginal children and young persons in Victoria.
- Monitor and report on progress and effectiveness of strategies relating to the safety and wellbeing of vulnerable Aboriginal children and young people. This can include, in conjunction with the Principal Commissioner, conducting inquiries as permitted under the *Commission for Children and Young People Act*
- Participate and undertake work to support the governance structures that focus on reducing the over-representation of Aboriginal children in statutory care and youth justice settings, including the Aboriginal Children's Forum and the Aboriginal Justice Forum
- Support implementation of the Commission's advocacy function, as it relates to Aboriginal children and young people.

Key selection criteria

The role would suit a dynamic leader with a demonstrated ability to improve tangible outcomes and effect practical change— at both an individual and systemic level. Candidates for the position will need to demonstrate:

- deep knowledge of and extensive experience with delivery of the policies and practices at services that provide for the safety and wellbeing of Aboriginal children and young people across all services with a particular focus on child protection and family services; and youth justice
- a proven ability to operate in a complex regulatory, policy and service environment with a focus on practical and tangible outcomes
- practical experience working with Aboriginal communities and Aboriginal governed organisations as well as government departments and non-government organisations to deliver services and improve outcomes for Aboriginal children, young people and their families and communities
- high level executive leadership capability, guided by and aligned with Victorian public sector values and behaviours
- a proven capability to strategically shape and sustain an organisation's direction, culture, services and good governance
- integrity and high standing in the community
- compassion, sound judgment and sophisticated problem-solving abilities
- experience in government oversight and/or regulation to achieve outcomes, including experience in sector and community education, investigations and compliance activity
- exceptional relationship-building and negotiation skills, empathy, awareness of diversity and commitment to collaboratively achieving objectives
- ability to build commitment and trust, and inspire and harness the collective capability of staff
- knowledge and understanding of the statutory role and responsibilities of the Commission.

The Commissioner will be appointed by the Governor-in-Council on the recommendation of the Minister for Children for a period not exceeding five years and will be eligible for reappointment.

The Victorian Government is building an inclusive workplace that embraces diversity and difference. All jobs can be worked flexibly, and we actively encourage job applications from Aboriginal and Torres Strait Islander people, people living with disability, LGBTIQ+, veterans and people from varied cultural backgrounds.

Pre-employment checks

All appointments require reference checks, national criminal records checks and pre-employment misconduct screening. Some positions also require a Working with Children Check and screening through the Disability Worker Exclusion List.

Applicants who have, in the last 10 years, lived overseas for 12 months or longer in one country must provide an international police check from the relevant overseas police agency. Applicants can obtain a check through an organisation providing international police checks via an internet search.

Pre-employment checks may include checking whether an applicant's name is on the Disability Worker Screening List. This incorporates:

- the Disability Worker Exclusion List which includes names of persons unsuitable for employment as a disability support worker in a disability residential service provided, funded or registered by the Department of Families, Fairness and Housing.
- the National Disability Insurance Scheme Quality and Safeguards Commission which has compliance and enforcement actions, including banning orders
- the Victorian Disability Worker Commission prohibition orders.

How to apply

The Department is partnering with **SHK Asia Pacific** on this search. **Applications are to be submitted online** by visiting <https://www.shk.com.au/jobs>, then scroll to the role advertisement which is also the application point.

You are **not required to separately address** the Key Selection Criteria. Your CV (résumé) must demonstrate achievements commensurate with the position description.

To apply, submit your **(1) Resume (CV)** or no more than five pages and **(2) a concise cover letter** (one page or an email), broadly addressing your proposition for the role, through the SHK advertisement/application point.

Direct and third-party applications will be forwarded to SHK. There is a **concurrent search**. Candidates may be contacted by **email or phone**, including voicemail messages.

Applicants should keep a **copy of the position description** as it cannot be accessed once the job has closed.

See the advertisement for the applicable **close date**.

Full details of SHK's **privacy policy** may be found online at <https://www.shk.com.au/privacy-policy>

Assessment process

All applications submitted will be carefully reviewed by SHK, and advised to the Panel. Please note, **selection processes may take some time**, and may include multiple panel interviews and meetings. You may be invited for a further conversation or invited to an interview with the Consultant, who will share information with the Department and Selection Panel. The Selection Panel will be making decisions on progression stages.

If you are shortlisted and invited to meet with Panel, you will be provided with advice on the Panel format.

Referees will be formally requested **at the appropriate stage**, after Panel interviews. Probity documentation and proof of qualifications, as required by the Victorian Government, may be requested prior to a candidate being recommended for appointment. **All probity requirements must be met.**

The Panel will provide a list of suitable candidates to the Minister for Children for consideration and recommendation to the Governor-in-Council (GIC) for appointment. The steps to GIC assent take some time. All decisions remain confidential until they are final.

Communications may include **email and voicemail messages**. We will contact you if we need further information. Please note, there may be delays in communications on your status in this process, due to decision making at each step and requirements of formal appointments and approvals. Candidates will be notified of their status at the appropriate stage. This may be after GIC assent.

Further information

For more information after reviewing this position description, please contact Penny Wilson, Senior Partner on penny.wilson@shk.com.au (preferred) or +61 434 589 284. An SMS (text) message is welcome.

If you are **unable to apply online**, please email your application (CV and cover note) to penny.wilson@shk.com.au **quoting reference # 3498241 and the role title in the subject line**. Please check on email receipt if there is no reply in **five working days**, due to strict email security filters around attachments.

To receive this document in another format, email Executive Recruitment Executive.Employment@dffh.vic.gov.au or contact SHK.

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In this document, 'Aboriginal' refers to both Aboriginal and Torres Strait Islander people.
'Indigenous' or 'Koori/Koorie' is retained when part of the title of a report, program or quotation.