



LARRAKIA
NATION



PATROL OFFICERS

TITLE: PATROL OFFICER
LEVEL: ON EXPERIENCE
SALARY: AS PER LEVEL
TYPE: CASUAL
HOURS: WEEK DAY & WEEKENDS

REPORTS TO:
MANAGER
TEAM LEADER

SUPERVISION:
NONE

LOCATION:
76 DICK WARD DRIVE,
COCONUT GROVE

MORE INFO:
HUMAN RESOURCES
E: hr@larrakia.com
T: 08 8948 3733

ABOUT US:

Larrakia Nation Aboriginal Corporation (LNAC) is the peak advocacy and support agency for the Larrakia people, the Traditional Land Owners of the Greater Darwin area.

Initially established in 1998 to represent the native title interests of the Larrakia people, LNAC has since evolved into a **vital service delivery** organisation focussed on addressing the social, cultural and economic aspirations of the Larrakia people by initiating and administering programs, projects and services for the broader aboriginal community.

LNAC is a **not-for-profit** organisation. Our aim is to assist the indigenous people of the Northern Territory to 'Live Stronger, Live Longer'

PROGRAM DETAILS:

Our patrol services consist of **Day Patrol (Assist Program)** and **Night Patrol (DPNP – Darwin Palmerston Night Patrol)**.

These services aim to **prevent** alcohol related disputes, problems and conflict in the Darwin and Palmerston area through **dispute resolution** and transporting vulnerable persons to a place of **safety** or referring to other relevant service providers.

Both services operate in the Darwin & Palmerston area with 3 vehicles (two standard paddy wagons and a mini bus) 7 days week. We work in pairs, usually one male and one female. The vehicles also have **two-way radios** fitted, that connects them to Police Communications. We receive call-outs and report back on job progress and outcomes. We also undertake independent, active **patrols** across the region each shift and respond to calls received on our **1800 toll free number**.

RESPONSIBILITIES:

"What you would be doing..."



PATROLS

Mobile and on foot, identifying at risk behaviour



TRANSPORT

Transporting vulnerable and at-risk people to safe places



DISPUTE RESOLUTION

Provide culturally appropriate techniques



COMMUNICATION

Maintaining contact with NT Police via the two-way radio



FIRST AID

Provide first aid to people suffering from illness and injuries



1800 FREE CALL

Take calls from the public reporting at risk behaviours



RECORD STATS

Maintain accurate shift reports of all activities carried out



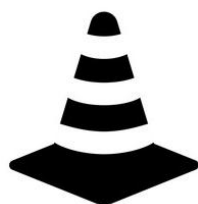
TEAM WORK

Work effectively with your team maintaining strong professional relationships



AVAILABILITY

Be punctual, reliable and flexible



SAFETY

Follow health and safety procedures at all times



TRAINING

Participate in training, professional development and reviews



RESPECT

Maintain respect for all cultures and that of the Larrakia people

PERSONAL QUALITIES:

"To make sure you are the right fit for LNAC, here's what we look out for..."

ORGANISATIONAL

- ✓ Ability to work collaboratively and unsupervised, as required, but always as a team
- ✓ Ability to work within set timeframes and in a fast-paced environment
- ✓ Ability to cooperate and work together with staff, management, service providers and LNAC members
- ✓ Promote the organisation in a positive manner at all times

PERSONAL ATTRIBUTES

- ✓ Flexible and reliable
- ✓ Have a positive, 'can do' attitude
- ✓ Committed and caring
- ✓ Patience, empathic and professional
- ✓ Organised and able to multi-task
- ✓ Physically fit and able to lift
- ✓ Excellent communication skills
- ✓ Able to adapt to challenges
- ✓ Genuine appreciation for Indigenous people and culture
- ✓ Have a sense of humour
- ✓ Respectful and appreciative

COMMITMENT TO DUTIES

- ✓ Positive and proactive attitude with strong initiative
- ✓ Follow the requirements for the role as per your job description and as reasonably directed
- ✓ Represent the organisation in a positive manner at all times
- ✓ Take care of ones own safety at work and that of other staff in the workplace
- ✓ Remain calm and collected in challenging situations

KEY SELECTION CRITERIA:

**These skills are a 'must have'*

"To do this job you will need the following skills and experience..."*







| | | | |
|---|--|----|---|
| 1 | Good knowledge and understanding of the issues and factors affecting Indigenous people in the Northern Territory | 6 | To be physically fit and active |
| 2 | The ability to prioritise work and operate effectively in a small team with minimal supervision | 7 | To be flexible to work shift work including early starts, nights, weekends and public holidays |
| 3 | The ability to converse and negotiate successful outcomes with Indigenous people, particularly when adversely affected by alcohol and/or other drugs | 8 | Basic computer skills (including Microsoft Office and email) and the ability to maintain accurate, confidential, statistics and records |
| 4 | An understanding and experience of cultural protocols, together with a willingness to work respectfully in accordance with Larrakia and other Indigenous culture | 9 | A Certificate III in Community Patrol Services or similar, or the ability to quickly acquire one if required |
| 5 | Excellent time-keeping skills and be extremely reliable | 10 | A current, unrestricted NT Driver's Licence (C Class minimum) - <i>*Manual Driving Required</i> |

DESIRABLE SELECTION CRITERIA:

"It is an advantage if you have the following..."

| | | |
|---|--|------------------------|
| Have certificates in Professional Assault Response Training, Self-Defence, Two-Way Radio Communications, Defensive Driving and Suicide Intervention | Have previous experience working in the Community Service Sector or knowledge and understanding of service providers and agencies in the Darwin and Palmerston areas | Identify as Indigenous |
|---|--|------------------------|

WHEN YOU APPLY, YOU WILL NEED TO PROVIDE THE FOLLOWING:

| | | |
|--|--|--|
|  CURRENT FIRST AID & CPR CERTIFICATE |  CURRENT WORKING WITH CHILDREN CARD |  CURRENT, UNRESTRICTED NT DRIVERS LICENSE |
|  CURRENT NATIONAL POLICE CLEARANCE |  TWO CONTACTABLE REFERENCES |  AGREE TO COMPLETE A PRE-EMPLOYMENT MEDICAL & DRUG TEST |

NEXT STEP:



HOW TO APPLY:

'You have read the job description and have decided you meet the job requirements. Time to update your resume...'

- ✓ *Email your updated resume and a cover letter addressing the selection criteria above, telling us how you best fit the job before the closing date to hr@larrakia.com*
- ✓ *Ensure you have updated and hold a current NT Driver's License, Police Check, Working with Children's Card and First Aid & CPR Certificate ready to provide to us*
- ✓ *Once the closing date has expired, we will collate completed applications and review them. If you are successful to the interview stage, we will call you to arrange a date and time*
- ✓ *If you have any questions, please contact HR at 08 8948 3733 or email hr@larrakia.com*

NOTE: Part applications or failure to supply the correct licenses or certificates will not be considered