



Human Resources Manager

Larrakia Nation Aboriginal Corporation (LNAC)

Location: Darwin NT

Classification: Broadband 7/8 subject to qualifications and experience

LNAC is seeking an experienced and innovative Human Resources Manager to provide leadership, direction and high-level advice with a strong focus on continuous improvement, to enhance the LNAC's strategic objectives.

You will have the capacity to develop strong relationships with internal and external stakeholders, and to operate effectively and respectfully in a cross-cultural setting. Applicants should possess high-level communication, conceptual and analytical skills as well as the ability to anticipate and manage change.

You will be responsible for the development, implementation and monitoring of effective Human Resources policy and strategies, including WHS and payroll procedures and recruitment, that ensure the organisation's ability to attract, retain and develop high quality and committed staff.

The successful applicant will possess Tertiary qualifications in a HR related field and/or extensive knowledge of contemporary HR management trends and practices. Experience interpreting awards, agreements and employment legislation, identify issues and generate practical solutions, and motivate staff is required.

A knowledge of Aboriginal culture and society and the issues affecting Aboriginal people in the Northern Territory is desirable.

Selection Criteria

Essential

1. Relevant qualifications in Human Resource Management and / or employee relations or extensive experience (>10 years)
2. Significant experience (>5 years) in preparation of written and oral communications with the ability to draft contracts, reports, policies and procedures relevant to LNAC requirements.
3. Proven high-level organisational skills with the ability to negotiate, liaise, and resolve complex problems.
4. High degree of experience in recruitment processes and procedures.
5. Knowledge of Aboriginal culture and society and the challenges affecting Aboriginal people in the Northern Territory.
6. Sound organisational skills and demonstrated competency in computer programs such as Microsoft Office, MYOB & HR Databases.
7. Experience in interpreting awards, agreements and employment legislation.

Desirable

1. Identify as Indigenous.
2. Experience in change management processes.



For enquiries regarding the position contact hr@larrakia.com by email with the subject line "Enquiry re HR Manager Role?"

To apply:

Your application needs to include a cover letter, current resume and responses to Selection Criteria. Please send your completed application to hr@larrakia.com by email with the subject line "Application for HR Manager Position"

Applications close Monday, 5 April 2021 or sooner subject to circumstances.

Larrakia Nation Aboriginal Corporation

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