



POSITION DESCRIPTION

POSITION TITLE	Consultant, Aboriginal Independent Community Schools (AICS) - Broome	
REPORTS TO	Manager, First Nations Leadership and Partnership	
MAIN PEOPLE INTERACTIONS	INTERNAL AICS Future Footprints First Nations Leadership and Partnership Team Curriculum and Pedagogy Directorate Programs and Services Directorate	EXTERNAL School Staff Consultants/Presenters External partners Funding Agencies and other Educational Organisations
POSITION PURPOSE	The Consultant, Aboriginal Independent Community Schools (AICS), serves as a key point of contact to support the coordination of AISWA services with AICS schools and to assist schools with their needs across a range of curriculum and operational areas. In addition, the position is responsible for providing leadership and building the capacity of school leaders within AICS.	
PURPOSE, VALUES AND BEHAVIOURS	PURPOSE To lead, serve and advocate for the WA Independent Schools sector. OUR VALUES • Integrity • Service • Equity • Stewardship Integrity – We build trust through honesty and integrity As a member organisation we are committed to honesty, truthfulness and acting in a way that builds trust with our stakeholders. Service – We actively listen, lead, and support our sector We deliver a positive and sustainable service to our members. We are responsive, we listen and lead our sector by offering the best evidence-based programs and services. Equity – We celebrate choice and diversity We encourage a workplace that celebrates and provides equal opportunities for all employees. This equity extends to our members where we advocate for our schools that provide diversity and choice in education for the Western Australian community. Stewardship – We responsibly and ethically manage resources entrusted in our care We promote the importance of independent education through strong stewardship and highlight that it contributes to a diverse choice in education. We seek new opportunities to advocate, deliver new solutions and programs that strengthen independent schools in Western Australia. EXPECTED BEHAVIORS AND ATTITUDES: • Actively support AISWA's purpose • Comply with AISWA's values, policies, procedures, and codes • Adhere to all health and safety laws and contribute to a safe and healthy workplace.	

KEY POSITION RESPONSIBILITIES	TASK FOCUS AREAS
Leadership	- Facilitate collaboration across education systems, professional associations, and community agencies to enhance supports and pathways for students and families. - Analyse and interpret wellbeing, behaviour, and attendance data at a sector level to inform targeted interventions and initiatives. - Contribute to research, reporting, and knowledge-sharing that promote innovation and best practice in school wellbeing, behaviour, and attendance. - Share cultural knowledge and protocols to support respectful Aboriginal engagement with internal and external stakeholders.
School Support	- Design, deliver, and evaluate learning materials to support AICS schools. - Develop culturally appropriate resources for AICS. - Collaborate with AISWA staff to design and deliver content aligned with the WA Curriculum. - Provide training to schools on compliance and registration requirements. - Conduct professional learning programs based on identified school needs. - Support AICS schools in times of crisis. - Act as a key point of contact for AICS schools, facilitating communication and coordination of support. - Facilitate opportunities for AICS schools to provide feedback on AISWA service provision and raise concerns. - Collaborate with AISWA teams to enhance service delivery to AICS schools. - Coordinate AISWA staff visits to remote schools to ensure effective use of resources and consistent service delivery. - Coordinate the AICS network of Principals to promote collaboration and professional connection.
Stakeholder Engagement	- Act as a trusted advisor and thought leader, representing AISWA at forums, networks, and sector-wide initiatives related to AICS. - Establish and maintain strategic networks with a range of partners, including cross-sector organisations, academics, professional associations, industry representatives, and other relevant contacts at both State and National levels. - Represent AISWA on internal and external committees and working groups relevant to the role.
Other	- Perform other duties as assigned by the Manager, Director and/or Executive Director. - Be willing and able to undertake significant travel within Western Australia.
Position Selection Criteria	- Demonstrated expertise in Aboriginal Independent Community Schools (AICS). - Strong consultancy, coaching, and facilitation skills. - Ability to analyse data and apply evidence-based practices. - Proven ability to establish networks and liaise effectively with stakeholders at all levels, both internal and external. - High-level written, verbal, and presentation skills. - Strong interpersonal and consultation skills. - Recent primary school leadership experience, with evidence of exemplary teaching practice. - Excellent knowledge and understanding of current research and issues in pedagogical practice. - Excellent knowledge and understanding of school improvement processes and their relationship to effective pedagogy. - Experience teaching school-aged students and/or adults from diverse cultural backgrounds.

	• Strong knowledge and understanding of Aboriginal communities, cultures, and contexts. • Experience in developing and delivering Aboriginal education programs for a range of audiences. • Experience or interest in English as an additional language or dialect (EAL/D) will be highly regarded.
Qualifications	• Tertiary qualification in Education or a related discipline. • Minimum of 5 years of experience in the education sector. • Current driver's licence and willingness to undertake four-wheel drive (4WD) training.