



Waltja Tjutangku Palyapayi

“Doing Good Work With Families”

SOCIAL MEDIA SUPPORT WORKER

Waltja is seeking to employ a person with experience in social media and desk top publishing. This is a 10 hour a week position with 5 hours in the work place with the media and art staff to provide professional development and on the job training. This is a small team of up to four people. The remaining hours will be done off site to support this program area. The position will be on contract and pay \$65/hr plus super.

Recent funding from NIAA will provide ways for Waltja to continue to develop a strong media team with indigenous employees. Because we have had the time to learn and develop roles, we now have a much stronger team who are genuinely producing good media work as well as managing a small arts enterprise. This is becoming an established business unit providing Aboriginal people with work and training in art and social media, while maintaining their strong cultural connection.

Your main duties will be negotiated given your strengths but as a guide could include the following:

- Provide a training and a supportive structure for the trainees in the program
- Work with staff to develop product ideas and resources
- Work with staff to regularly update the Waltja website and social media platforms
- Help to develop donation campaigns
- Provide one on one training to the team to further develop their skills
- Work with the team so they can promote artists and their artwork, assist with sales and maintain the art centre’s gallery / retail space.
- Promote and assist with special events, exhibitions, markets and festivals
- Work with the team to create short videos for presentations, websites, QR codes and social media

Interested applicants should send their resume and a one-page cover letter noting your areas of strength and interests, and your preferred work hours to be on site. The start date is negotiable up to February 2023. To discuss this position further please email manager@waltja.org.au to organise a suitable time.

Waltja is a smoke free workplace.

Waltja Tjutangku Palyapayi Aboriginal Corporation
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