



MEDIA/ ART TRAINEES

SCHEDULE A - DUTY STATEMENT

MEDIA/ART FIELD WORK TRAINEES

2 trainee positions - Indigenous Identified

POSITION DESCRIPTION:

These 2 trainee positions are for Aboriginal young persons who want to learn multi-media skills in a friendly and supportive workplace and to be trained on the job. Waltja is an Aboriginal community organisation, providing services across remote central Australian communities. Our media/art trainees will learn and assist with Waltja's publications and databases, including website, social media and on-line art marketing. They will also join in Waltja meetings, and travel out to remote communities, to provide media support to our fieldworkers and to share their media skills with young people in communities.

All trainees must be willing to work primarily with computers and digital technology, Be willing to undertake accredited on the job training to improve skills and qualifications, be a positive and proactive part of the Waltja team. Media/art trainees will learn on the job Waltja office duties under the supervision of experienced senior Aboriginal workers, and under the supervision of experienced field workers during regular remote area field trips.

Contracted time:

25 hours per week, 5 days a week, 6 months fixed term.

Desirable:

Must be willing to travel overnight with staff to remote communities, Completion of year 12 and current drivers license.



SCHEDULE B

Award conditions will be offered as part of this contract of employment.

Level: SCHADS Award Level 1 - 2
Superannuation: 11%
Travel: \$75/night for remote travel
Work Kit: swag supplied
Annual leave: 4 weeks pro rata
Personal Leave: 10 days pro rata
Ceremonial Leave: Up to 8 weeks leave without pay
Compassionate: 3 days paid leave, 3 weeks leave without pay for immediate family.

Flexible working hours and time in lieu arrangements instead of overtime.

Salary Sacrifice will increase your take home pay:

Salary Sacrifice is a benefit available to employees in the Community Services sector. It enables employees to reduce their taxable income, by having a proportion of their salary allocated to bills and basic living costs before tax is calculated.

Under Legislation there is a capped limit on the amount you can salary package each fringe benefit tax year (1 April to 31 March)

For employees who work for a Public Benevolent Institution the capped limit is \$15,899.90 (\$30,000 grossed up)

There are a range of salary packaging options that apply and these should be discussed with Waltja's finance team.

WALTJA TJUTANGKU PALYAPAYI

"Doing good work with families"

3 Ghan Rd PO Box 8274 Alice Springs NT 0870 | phone 8953 4488 |
www.waltja.org.au



Please submit a cover letter with your resume to answer the following.
There are no right or wrong answers:

Why do you want to work at Waltja?

Do you know anyone here at Waltja?

Do you have your own transport and a license?

What were you doing in your last job?

How long since you last had a job?

This job will mean going bush with the field workers quite often. Will you be okay with being away from Alice?

Anything else you want to tell us?

**If you are interested please send your contact details to Lenny Hillman
mmedia@waltja.org.au**