



The Yamatji Southern Regional Corporation Ltd (YSRC) was established in January 2020, as part of the historic Yamatji Nation Indigenous Land Use Agreement (ILUA) with the State of Western Australia. The YSRC is the parent entity of the Yamatji Nation governance structure which includes the Prescribed Body Corporate, Bundi Yamatji Aboriginal Corporation, Yamatji Enterprises Limited and the Joint Trustee established under the ILUA.

YSRC has established a Strategic Plan and vision, based on utilising the benefits of the ILUA. The YSRC is a growing team, working out of the Geraldton Headquarters with responsibility to implement the Strategic Plan and undertake day-to-day management of activities associated with its objectives.

Project Coordinator - Ref 002PC
Salary range: \$80,000 - \$90,000 (ex. Super)
Location: Geraldton/Perth

The YSRC Project Coordinator is an exciting new role with oversight of day-to-day coordination of projects and processes in accordance with YSRC's ILUA obligations, Strategic Plans, Operational Plan, and Group Charter. The Project Coordinator will provide support to YSRC Group projects across the organisation to completion, in relation to economic opportunities. This role will be given the responsibility of portfolios that align with strategical aspirations of the YSRC Groups, in particular the Departments of the Economic Arm, Governance, and This is a unique role with opportunity to develop clients business needs where there has not been scope or capacity to do so before.

SELECTION CRITERIA

Demonstrated experience in:

1. Project management or coordination experience with small or large scale projects.
2. Preparing board submissions on projects, including regularly updating them as the project evolves.
3. Effective communication skills with experience in effective liaison with Aboriginal stakeholders, government agencies, community, and special interest groups.
4. Project development, control and expenditure of allocated work projects.
5. Report writing and the ability to use computer software for data analysis, and database management.
6. Working effectively as part of a team and independently; and showing a high level of self-motivation.
7. Experience with contract management and engaging third parties to work with on projects.

More information on the Yamatji Nation ILUA land commitment can be found here: https://www.wa.gov.au/system/files/2020-07/08.%20Land_final_210720.pdf

Full job details at www.yamatjicentral.com.au and any initial queries can be made to hr@ysrc.com.au.

Applications must be made via resume and cover letter addressing the Selection Criteria to hr@ysrc.com.au.

Applications close at **4pm on Friday, 1 July 2022**