



# AIATSIS

Application Pack

Research Fellow

APS Executive Level 1

Non-Ongoing (24 months) Full-Time

\$100,147 - \$109,855 pa

This is an Identified position

## About the Program Area

The Indigenous Country and Governance (ICG) unit sits within the Research and Education Group. The ICG team undertakes research, delivers activities and produces a range of information services in relation to native title, cultural heritage, land rights, Indigenous governance, land and sea management, and international rights. The team works closely with stakeholders in the native title sector to ensure the work of ICG aligns with the needs of the sector, particularly those of native title organisations.

## About the Role

We are seeking a highly performing and talented Research Fellow develop and delivery key native title and governance activities under the ICG work plan.

In this role, you will work collaboratively with the ICG's Director and Assistant Director to deliver resources and provide critical advice to the native title sector and government policy and decision makers, primarily focused on the recognition, protection and implementation of native title rights and interests, international rights and the interaction with Indigenous rights and nation building, cultural heritage, and facilitating capacity development, corporate and Indigenous governance.

Key responsibilities of the role include:

- undertaking research in relation to native title, cultural heritage, indigenous rights (including international rights) and governance to progress the ICG Work Plan activities and provide evidence-based research for use by the native title sector and government organisations
- applying technical expertise to inform the development of a wide range of publicly available information and resources for access by the native title sector and government organisations
- drafting complex submissions to proposed legislative reform at both the State and Commonwealth levels, as those amendments relate to the work of the ICG
- engaging effectively and respectfully with a wide range of external stakeholders to build ICG engagement in native title networks and to promote outputs of the ICG
- mentoring junior staff, supporting their knowledge and skills development in relation to native title.

## Our ideal candidate

Our ideal candidate must demonstrate:

- an ability to provide critical advice, to think and act strategically and to solve complex issues
- an ability to provide professional, technical, legal and administrative advice regarding native title and associated issues
- an ability to produce a range of high-level advices, submissions, briefs and reports in relation to native title and associated topics



- an ability to represent and contribute to stakeholder meetings, forums and conferences
- an ability to achieve results, seeing projects through to completion.
- a strong understanding of and experience in native title practice.

The candidate must hold a degree in a relevant field of study, such as law or anthropology, and preferably hold or be undertaking post-graduate studies in a relevant field.

## Cultural Capability

The ideal candidate will also:

- demonstrate an understanding of the AIATSIS vision to create a world in which Aboriginal and Torres Strait Islander people's knowledge and cultures are recognised, respected, celebrated and valued
- demonstrate an informed, authentic, and respectful understanding of Aboriginal and Torres Strait Islander cultures and societies.
- engage respectfully with Aboriginal and Torres Strait Islander peoples and communities
- demonstrate a willingness to develop knowledge and understanding in ethical best practice as it applies to Aboriginal and Torres Strait Islander research.

## What we offer

Opportunities for further education, professional development and study assistance are available. You can also expect personal development planning activities and to work in a supportive learning environment.

We understand that you will work best when you have a healthy work-life balance and can attend to your family commitments. We offer flexible working conditions, competitive leave entitlements and health and wellbeing programs.

## How to apply

If this sounds like the opportunity you are looking for, we want to hear from you!

Send your completed application to [recruitment@aiatsis.gov.au](mailto:recruitment@aiatsis.gov.au) by 11.59pm on **Monday 12<sup>th</sup> June 2023**

- Referring to 'Our Ideal Candidate', provide a succinct summary (no more than 1550 words) outlining your skills, knowledge and experience demonstrating why you should be considered for this role.
- Complete the enclosed application form.
- Attach your resume, covering your personal details, education and qualifications, work, and other relevant experience.



## What should I include in my supporting statement?

Your application should address the matters listed under 'Our Ideal Candidate' taking into account the Key Responsibilities of the role.

## How will my application be assessed?

You will be assessed on your resume and your response to 'Our Ideal Candidate'. Your response should be succinct and demonstrate your ability to meet the requirements of the job and should complement your resume. Your resume should be comprehensive enough to show that you have the experience and/or qualifications to undertake the duties and responsibilities of the job. Because this is an Identified position your resume should include your knowledge of and experience with Aboriginal and/or Torres Strait Islander cultures, issues, communities, and engagement.

If you need assistance developing your response you may want to refer to the applying for jobs on the Australian Public Service Commission website:

<http://www.apsc.gov.au/working-in-the-aps/applying-for-jobs-in-the-aps>

A selection decision may be based solely on your written application and referee reports, and it is the quality, rather than the quantity of your written submissions that is the most critical factor.

Your cultural competency will carry more weight than other factors in the assessment. These requirements are based on the information provided to you as part of the job opportunity.

Your referees may also be contacted at any stage of the assessment process to validate your claims. For this reason, it is important that you advise them that you have applied for a role at AIATSIS, and that you feel confident they will be able to support your application.

## Who to contact

For enquiries about this job please contact Felicity Thiessen on (02) 6129 3940 or [felicity.thiessen@aiatsis.gov.au](mailto:felicity.thiessen@aiatsis.gov.au).

If you are experiencing any difficulties accessing or submitting your online application, or you would like more information about this job please contact the AIATSIS Recruitment Team on (02) 6246 1172.



## Who we are

We are Australia's only national institution focused exclusively on the diverse history, cultures, and heritage of Aboriginal and Torres Strait Islander Australia. We house the world's most important and extensive collection of cultural information and material and we provide leadership, publish and promote greater understanding and appreciation of Aboriginal and Torres Strait Islander peoples. We create opportunities for people the world over to engage with and be transformed by the knowledge, the culture and the story of Australia's Indigenous peoples. We are Australia's national institution for leadership in Aboriginal and Torres Strait Islander research.

## What we do

We care for a priceless collection, including films, photographs, video and audio recordings as well as the world's largest collection of printed and other resource materials for Aboriginal and Torres Strait Islander studies. We undertake and encourage scholarly, ethical, community-based research in a variety of sectors, including health, native title, languages and education. Our publishing house, Aboriginal Studies Press, regularly publishes outstanding writing that promotes Australian Indigenous cultures. Our activities affirm and raise awareness of the richness and diversity of Aboriginal and Torres Strait Islander cultures and histories.

Our functions are established under the [Australian Institute of Aboriginal and Torres Strait Islander Studies Act 1989](#).

These functions are to:

- develop, preserve and provide access to a national collection of Aboriginal and Torres Strait Islander culture and heritage;
- use that national collection to strengthen and promote knowledge and understanding of Aboriginal and Torres Strait Islander culture and heritage;
- provide leadership in the fields of:
  - Aboriginal and Torres Strait Islander research; and
  - ethics and protocols for research, and other activities relating to collections, related to Aboriginal and Torres Strait Islander peoples; and use (including use for research) of that national collection and other collections containing Aboriginal and Torres Strait Islander culture and heritage;
- lead and promote collaborations and partnerships among the academic, research, non-government, business and government sectors and Aboriginal and Torres Strait Islander peoples in support of the other functions of the Institute;
- provide advice to the Commonwealth on the situation and status of Aboriginal and Torres Strait Islander culture and heritage.



We are an Australian Government statutory authority. The Minister responsible for AIATSIS is the Hon Linda Burney MP, Minister for Indigenous Australians, and it sits within the portfolio of the Department of the Prime Minister and Cabinet.

## FAQ

### What are Affirmative Measures and Identified Positions?

The Australian Public Service (APS) advertises some jobs as Affirmative Measures and/or Identified positions. The two classifications are similar but serve different purposes.

#### Affirmative Measures positions

Jobs in the APS are open to all Australian citizens. There are some jobs, though, that are open only to specific members of the Australian population. This practice is known as an Affirmative measure and is a targeted strategy to ensure the diversity of the APS workforce reflects the diversity of the Australian population.

Any job can be restricted to Aboriginal and/or Torres Strait Islander people only, and it doesn't necessarily have to involve working on Indigenous issues. If a position has been advertised as an Affirmative measure, it will be clearly marked as such.<sup>1</sup>

The use of the Indigenous Affirmative Measures provision at AIATSIS allows for targeted recruitment of Indigenous Australians into the organisation. If you are applying for an Affirmative Measures position, you will need to indicate your Aboriginal and/or Torres Strait Islander heritage on our application form and provide confirmation if required.

#### Identified positions

Identified positions are roles that require people to have an understanding of the issues affecting Indigenous Australians and a proven ability to communicate sensitively with them. These requirements are generally for jobs that involve providing services or developing policies for Indigenous Australians, and/or direct interaction with Indigenous communities.

Identified positions are crucial in ensuring that the APS has the right people working on initiatives to improve the delivery of services and close the gap between Indigenous and non-Indigenous Australians and are open to all Australian citizens.

At AIATSIS all positions are Identified positions where candidates are required to demonstrate an understanding of the diversity of Aboriginal and Torres Strait Islander peoples, their cultures, and their issues and to be able to communicate respectfully with them.

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<sup>1</sup> <https://www.apsc.gov.au/working-aps/diversity-and-inclusion/aboriginal-and-torres-strait-islander-workforce/affirmative-measure-recruiting-aboriginal-and-torres-strait-islander-australians-guide-applicants>



You must provide the name and contact details of an Aboriginal and Torres Strait Islander referee. This referee will be contacted to determine your cultural capability.

### What is Cultural Capability?

As all positions at AIATSIS are 'Identified' each position will have various elements of involvement with the delivery of Indigenous specific services, programs and policies as part of AIATSIS core functions. AIATSIS therefore needs to also identify the cultural knowledge; skills and personal attributes needed to deliver the required outcomes.

Every part of how we work, who we work with and for, requires varying levels of knowledge of Aboriginal and Torres Strait Islander cultures, protocols and an understanding of issues that enable effective communication and ultimately effective performance in the role. To assist you in determining the required cultural capabilities of this role, you can refer to the [Aboriginal and Torres Strait Islander Cultural Capability Framework](#).



# APPLICATION FORM

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## Position Applied For

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Position Title

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Position Number

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Classification

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Job Type (Ongoing / Non-Ongoing)

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Location

---

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## Applicant Details

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Surname

---

Given Name

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Title

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Date of Birth

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Contact Number

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Email

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Postal Address

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Educational Qualifications

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Do you wish to identify yourself as belonging to any of the following diversity groups

<input type="checkbox"/>	People from Non English Speaking Background
<input type="checkbox"/>	Women
<input type="checkbox"/>	Aboriginal or Torres Strait Islander
<input type="checkbox"/>	People with Disabilities

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If you have any special requirements for an interview, i.e. difficulty with stairs, please indicate

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## Current Employment Details

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Note: There are arrangements applying in the Australian Public Service (APS), which limit the subsequent employment of people who have received a redundancy benefit. (The circumstances where the restrictions apply are set out in clause 7.1 of the Australian Public Service Commissioner's Directions 2016 (the Directions).

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Are you currently employed in the Australian Public Service?  Yes  No (complete only question 4 below)

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1. Have you accepted a redundancy package in the last 12 months?  Yes  No

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2. Are you:  Ongoing  Non-Ongoing

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3. If Yes, AGS Number

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4. Current Employer

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5. Substantive Classification/Level

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6. Current Position Title

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## Eligibility Requirements

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Note: Applicants will generally only be eligible for employment if they are Australian citizens.

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Are you an Australian Citizen?  Yes  No

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Do you identify as Aboriginal and/or Torres Strait Islander?  Yes  No

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## References

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Instruction: As all positions in AIATSIS are Identified – Applicants should provide the details of an Aboriginal and/or Torres Strait Islander person to confirm their relevant experience and cultural competency.

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**Indigenous Referees Name**

**Position Held**

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Email:

Phone:

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**Other Referees Names (2)**

**Position Held**

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Email:

Phone

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Email:

Phone

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## Advertisement

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Where did you see the advertisement for this position

- Koori Mail  
 ALIA  
 APSjobs (Gazette)

- AIATSIS Website  
 SEEK  
 Other
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If Other, Please Specify:

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