



## **Academic Enrichment Manager of The Aspiration Initiative (TAI).**

Are you a specialist in Aboriginal and Torres Strait Islander education?  
Are you passionate about maximizing educational outcomes for, and realizing the potential of, Aboriginal and Torres Strait Islander high school students?

The Aurora Education Foundation is changing the conversation about what is possible academically for Aboriginal and Torres Strait Islander students – our focus is on high expectations and a world of possibilities. We deliver an innovative and unique high school program, supporting learning with academic enrichment activities, building resilience and providing individualised strategies.

Aurora has an exciting opportunity as Academic Enrichment Manager of The Aspiration Initiative (TAI). This role leads the way in designing and delivering programs to achieve strong academic outcomes for our students. You will create a supportive learning environment so that our students can thrive academically, welcome challenges and be cared for throughout our program.

Tertiary qualified, you will have a deep understanding of the issues in Aboriginal and Torres Strait Islander learning and have experience in developing and delivering a range of best practice educational programs. You will be committed to enhancing future possibilities for Aboriginal and Torres Strait Islander young people.

If you have strong experience in working in Aboriginal Education and a commitment to developing the future of Aboriginal and Torres Strait students, we'd like to hear from you.

**Please call Kylie Kinsela on 0401 107 318  
or email [kylie@indigcareers.com.au](mailto:kylie@indigcareers.com.au)**

*This organisation considers that being Aboriginal or Torres Strait Islander is a genuine occupational requirement for this position under section 14 of the Anti Discrimination Act 1977 (NSW). Applicants should present proof of Aboriginality as part of their application.*

## Candidate Information Pack | Academic Enrichment Manager

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### Contact Information

Kylie Kinsela 0401 107 318  
[kylie@indigcareers.com.au](mailto:kylie@indigcareers.com.au)

Applications [kylie@indigcareers.com.au](mailto:kylie@indigcareers.com.au)

### Position Details

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Role: Academic Enrichment Manager – The Aspiration Initiative (TAI)

Reports to: National Manager - TAI

Direct Reports: None

### Position Description

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The Academic Enrichment Manager is a leadership role that has responsibility for overseeing, developing and delivering The Aspiration Initiative's (TAI) academic program. The position works closely with the CEO and National Manager together with program and education staff in the development and implementation of teaching and learning so that TAI is responsive to the academic, vocational and personal development needs of Aboriginal and Torres Strait Islander high school age participants.

The Academic Enrichment Manager is influential in inspiring, motivating, affirming and also challenging or extending the practice and pedagogy of TAI educators, particularly during TAI camps. The Academic Enrichment Manager is also responsible for developing structures and processes to monitor the development of TAI pedagogy, monitor student progress and encourage effectiveness in the achievement of academic excellence

### Position Purpose

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- To contribute to the success of The Aspiration Initiative (**TAI**) by designing and delivering the academic enrichment program.

Success measures in this role include:

- Feedback from students, Elders and other stakeholders on quality, relevance and effectiveness of academic programs
- Level of continued academic improvement and engagement by TAI cohorts
- Timeliness and quality of reporting
- Contribution to team dynamics

## Responsibilities & Key Activities

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### Curriculum Development

- Using an evidence-based approach develop and maintain curriculum for TAI's academic enrichment programs.
- Document all curriculum activities including lesson plans, participant materials and facilitator guides.
- Participate in real-time and post-program evaluation processes with TAI team members, teachers, key stakeholders and independent evaluators.
- Train TAI staff members on curriculum content and presentation.
- Keep abreast of developments in national and state high school curricula as well as emerging research on teaching methods for Aboriginal and Torres Strait Islander students.

### Stakeholder Engagement

- Establish collaborative relationships with students, communities and key Aboriginal and Torres Strait Islander groups.
- Assist with selecting schools to participate in the program and build co-operative relationships with key school staff.
- Work closely with Aboriginal Elders on curriculum design and student well-being.
- Contribute to the ongoing engagement with students outside residential camps / activity such as through online communities.
- Contribute to communities of practice and other initiatives designed to strengthen TAI's effectiveness, reach and reputation.
- Represent The Aspiration Initiative and Aurora at external events, when required.
- Participate in opportunities for communication with students, parents/carers and school teaching staff through forums/workshops relevant to their needs.

### Teaching & Facilitation

- Attend academic camps in NSW, Victoria and Western Australia to deliver academic programs.
- Work with individual students to provide academic and cultural support as needed.
- Design and deliver presentations on TAI pedagogy as professional development events for teachers and other stakeholders.
- Identify and embed appropriate Indigenous values and protocols in the promotion of high expectations connected to culture and community.
- Develop a set of learning opportunities for TAI students that interest, engage and challenge all students
- Foster students' independent learning.
- Mentoring TAI educators by leading quality practice.
- Talking to parents/carers about their young person's academic progress and development
- Leading and being part of reflective discussions about practice and implementing TAI Academic Standards framework.
- Negotiate and liaise with teachers, school support staff and parents/carers around student academic progress and development.
- Meet, implement and maintain appropriate student records.

### TAI Operations

- Contribute to the overall TAI program by assisting with policy development and design of procedures.
- Assist in reviewing student progress and make recommendations to keep students engaged.

- Keep records of student progress and activities up-to-date.
- Assist, where required, with the ongoing cultural, social and wellbeing support to students.
- Facilitate and participate in the sharing of ideas across TAI with a view to ensuring the program's sustainability.
- Implement a process of curriculum and pedagogy review.
- Ensure regular evaluation and review of program.

### Safeguarding Children & Young People

- Meet the program's practice and behaviour standards by adhering to the Code of Conduct.
- Provide a welcoming and safe environment for children and young people.
- Promote the safety and wellbeing of children and young people associated with the Program.
- Interact with children and young people in ways which positive and safe.
- Provide adequate care and supervision of children and young people associated with the Program.
- Act as a positive role model for children and young people.
- Report to the National Manager or other appropriate person any suspicions, concerns, allegations or disclosures of alleged abuse.
- Report to the National Manager any criminal charges or convictions received during the course of employment.

### Organisational Participation

- Work with the leadership team to meet the strategic aims of the organisations.
- Work collaboratively with team members to contribute broadly to the achievement of Aurora objectives.
- Participate in organisational and team planning initiatives.
- Provide regular reporting as required.
- Undertake other responsibilities and duties within the scope of this role, as directed.
- Promote and monitor issues of work, health and safety.

### Selection Criteria

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- To be Aboriginal or Torres Strait Islander is a genuine occupational requirement of this role
- Tertiary qualifications, to a minimum bachelor level
- Experience in teaching in the school setting to Aboriginal and Torres Strait Islander children or young people or delivering education programs to Aboriginal and Torres Strait Islander students
- Strong understanding of the current issues impacting on educational outcomes for Aboriginal and Torres Strait Islander students
- Knowledge of current education theories, pedagogy and relevant learning frameworks
- Contemporary understanding of high school curriculum requirements at both national and state levels
- Ability to support TAI educators and Elders of varying abilities and learning styles
- Good understanding of and experience with consulting with community and Elders
- Exceptional written communication skills
- Strong teaching delivery skills as well as confident and engaging general facilitation skills
- Intermediate computer literacy

## Compliance requirements:

- National police check
- Valid working with children check
- Valid driver's licence
- Interstate travel required

Established in 2010, Aurora Education Foundation is a Public Benevolent Institution with DGR1 status. Aurora's programs provide Indigenous students with intensive, ongoing and tailored support through each stage of their educational journeys, from high school through to postgraduate studies - below is a snapshot of the support we provide:

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### Aurora's Programs



Our **High School Program**, The Aspiration Initiative, provides intensive academic support over a 6 year period to Indigenous high school students and builds their confidence, resilience and aspirations.



Aurora's **Indigenous Scholarships Portal** is an innovative technology solution that simplifies the process of applying for scholarships to allow more Indigenous students to access financial support and complete their degrees.



**Internship Program** facilitates funded internships for Indigenous university students and graduates at Indigenous-sector organisations, and builds vital career exposure and pathways.



Aurora's annual **International University Study Tour** takes high-performing Indigenous students and graduates to visit some of the world's leading universities in the UK and US, fostering their aspirations and capacity to apply for postgraduate studies to these institutions.



**International Postgraduate Scholarship program** supports talented Indigenous scholars to aspire to, apply for and successfully complete postgraduate studies at world-leading universities. Scholarships are awarded through the Charlie Perkins Scholarship Trust and the Roberta Sykes Indigenous Education Foundation and delivered by Aurora.



**Academic Outreach Program** connects outstanding Indigenous scholars from Aurora's network with high school students in schools and communities.

## Our Values

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### Respect

- We respect Aboriginal and Torres Strait Islander people as the custodians of the land on which we work.
- We treat each other and our stakeholders with dignity and respect at all times.
- We develop culturally safe spaces and foster awareness and acceptance of culture, identity and beliefs.



### Collaboration

- We welcome feedback and adopt our practices and approaches when needed.
- We understand that that success can't be achieved in isolation.
- We participate equally and cooperatively in partnerships with community and stakeholders.
- We share information, knowledge and skills across the organisation.



### Accountability

- We deliver what we commit to.
- We pursue excellence in everything we do.
- We take responsibility for our actions.
- We are responsive and transparent in the way we work.



### Impact

- We aim to have a positive impact.
- We innovate to achieve results.
- We look to effect change in perceptions, outcomes and opportunities.
- We believe in empowering ourselves and others to realise our full potential.

# Organisational Chart

