



WE ARE HIRING!



Home Care Coordinator

➤ About Us:

The Circular Head Aboriginal Corporation's Mission statement is to Embrace our Culture to Inspire and Empower Aboriginal People. We acknowledge and respect the voices of our past and enable Aboriginal people to live fulfilling lives through Identity and the delivery of creative, innovative programs and services that inspire self-determination and confidence.

CHAC holds 5 core values of Culture, Care, Community, Capacity and Capability and will always deliver these with absolute respect, care, and integrity.

➤ About the Role:

The **Full Time** position of Home Care Coordinator is primarily the coordinated assistance to the aged care and MAIB support services to CHAC approved clients who choose our organisation as their aged care service provider.

- Reporting directly to the Aged Care & NDIS Manager
- Responsible for the day-to-day coordination of the Aged Care Service and MAIB client service to ensure quality care is provided that meet the needs of client
- Rostering home carers and support workers in accordance with the Award to deliver scheduled care according to care plans
- Additional responsibilities listed in full Position Description available on the website

➤ Perks:

- Work for a dynamic, family friendly, Not for Profit Organisation. AccessPay salary packaging benefits
- Training and education opportunities
- Grow your career in the ever-expanding Community sector

Applications are strongly encouraged from Aboriginal and Torres Strait Islander people

Your Skills & Experience

- **Understanding of Aboriginal society and culture and issues affecting Aboriginal people.**
- **Preferred minimum Certificate 4 in Aged or Health/Nursing related studies (sufficient practical experience considered).**
- **Display a high standard of ethics and attitude of discretion and integrity.**
- **Be motivated and have the ability to co-operate with other staff in a team environment.**
- **Effective communication skills.**
- **Enthusiasm and commitment.**

➤ To Apply

If these sounds like the right fit for you provide the following by **5pm, 12th January, 2025**

- **A cover letter detailing why you would be great for the role.**
- **A resume outlining your education and employment background.**

✉ **employment@chac.com.au**

**successful candidates will be required to complete pre-employment, medical, Working with Vulnerable People and National Police checks.*

**will undertake regular cultural awareness programs*

🌐 **chac.com.au**

🌐 **tarkiner.com.au** **tarkiner**

