



Position Description

Project Officer – Towards Truth

2 year contract

Full-time, with part-time considered

Remote working supported

1. The Public Interest Advocacy Centre

The Public Interest Advocacy Centre is a leading social justice law and policy centre. We are an independent, non-profit organisation that works to make practical change to the lives of people who are marginalised and facing disadvantage.

We build a fairer, stronger society by helping to change laws, policies and practices that cause injustice and inequality.

2. Towards Truth Project

'Towards Truth' is a collaborative partnership of the Indigenous Law Centre at UNSW (ILC) and PIAC. The project provides practical, foundational support for the truth-telling process called for in the Uluru Statement from the Heart by documenting and recording legislation and policy that has had an impact on Aboriginal and Torres Strait Islander people.

The truth-telling process called for in the Uluru Statement from the Heart is ultimately to be overseen by a Makarrata Commission and closely connected with the process of moving towards treaty making. The intention of the delegates to the Regional Dialogues and the First Nations Constitution Convention was that truth-telling would be localised, so that each community would remember and tell their stories in their own way, in culturally appropriate forms. A Makarrata Commission would have an oversight role, which might be to provide funding, logistical support, work to archive the material produced, as well as having an active role in feeding this material into the treaty-making process and the national education curriculum.

The aim of the Towards Truth project is to undertake foundational work that will support a Makarrata Commission, once established. This project has been designed to complement other work that is taking place and may take place in the future.

3. Position overview

The Project Officer will report to the Program Director – Truth and Accountability at PIAC, and work under their supervision and direction. The Project Officer will, together with the Program Director, have regular contact with the Director of the Indigenous Law Centre for strategic direction.

The Project Officer will support the day to day implementation of the project by overseeing the legal and policy research and content of the law and policy database.

This position requires a demonstrated understanding of Aboriginal and/or Torres Strait Islander history, culture and society.

4. Major accountabilities

- Research, analyse and input research on specific subject areas into the Towards Truth database.
- Develop thematic priority lists for the database.
- Develop, supervise and review research requests for pro bono lawyers and interns.
- Assist Program Director with supervision and tracking work of research assistants.
- Liaise with pro bono law firm partner to co-ordinate research needs
- Provide input into database design and modifications and eventual website design.
- Substantive review of material entered into the database by pro bono lawyers and interns.
- Provide inductions to pro bono researchers and expert reviewers
- Lead secondary review processes.
- Ensure core project documents are up to date and reflect practice.
- Together with other project staff, develop relationships with external experts and organisations as needed.
- Regular meetings with the ILC and PIAC supervisor.
- Other duties as required, including administrative assistance to support the project.

5. Selection criteria

Essential

- Demonstrated understanding of Aboriginal and/or Torres Strait Islander history, culture and society;
- Demonstrated research and analytical skills;
- Demonstrated organizational skills;
- Good interpersonal skills and the capacity to develop formal and informal relationships and networks with stakeholders, particularly within Aboriginal and Torres Strait Islander communities;
- Understanding of the law and functions of government;
- Understanding of the Uluru Statement from the Heart and a commitment to its realisation;
- Demonstrated ability to work cooperatively as part of a team.

Desirable

- Law degree.

6. Salary

This position is a 24-month contract. It is available 4-5 days per week.

Annual salary range: \$66,400 – \$82,399 (pro rata) plus leave loading and superannuation. PIAC is a Public Benevolent Institution and is currently able to offer salary packaging subject to PIAC's Salary Sacrifice Policy.