

Akeyulerre Healing Centre

Established by Arrernte Elders

Information Pack

General Manager

November 2022

VISION: For our culture to be strong and our people to be strong. For Arrernte people of all ages to know, practice and celebrate culture according to the old ways.

PURPOSE: To help our people, families and communities to heal and grow strong by practicing and celebrating Arrernte culture, keeping it strong and ensuring it is passed down to the next generation.



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About Akeyulerrerre

<https://www.akeyulerrerre.org.au/>

Akeyulerrerre Inc. (pronounced A-kee-lu-ra) was established by Arrernte elders and community leaders in 2000 as a place for Arrernte people to practice and celebrate their culture and pass it on to the next generations.

Akeyulerrerre is often called the 'healing centre' in recognition of the important role that culture plays in healing and strengthening the community. Since its inception, Akeyulerrerre has been helping Arrernte families grow stronger through culture while at the same time creating jobs through culturally-based social enterprises.

Akeyulerrerre has established a strong track record in sound governance and management that brings together Arrernte and Western law and is underpinned by the strong roots of Arrernte land, culture, ancestors, knowledge, language, healing, kinship relationships, song and stories.

Akeyulerrerre is a not-for-profit organisation governed and run by Arrernte people. Our membership is made up of Central Australian Aboriginal people who elect a 12-person Board of Directors from their communities.

At Akeyulerrerre we

- Visit, support and honour the elders
- Make and distribute traditional healing products
- Support traditional healers (Angangkere) and healing ceremonies
- Maintain Arrernte culture, language, law, song, story and dance
- Organise trips so families can reconnect with country
- Bring families together and strengthen the community
- Support 'kin and skin' relationships and traditional ways of helping people
- Support elders to teach language and culture to children and young people on country
- Support Arrernte-run social enterprises enabling Arrernte people to share their culture and achieve economic independence
- Provide work experience, job opportunities and pathways to employment for Arrernte people.



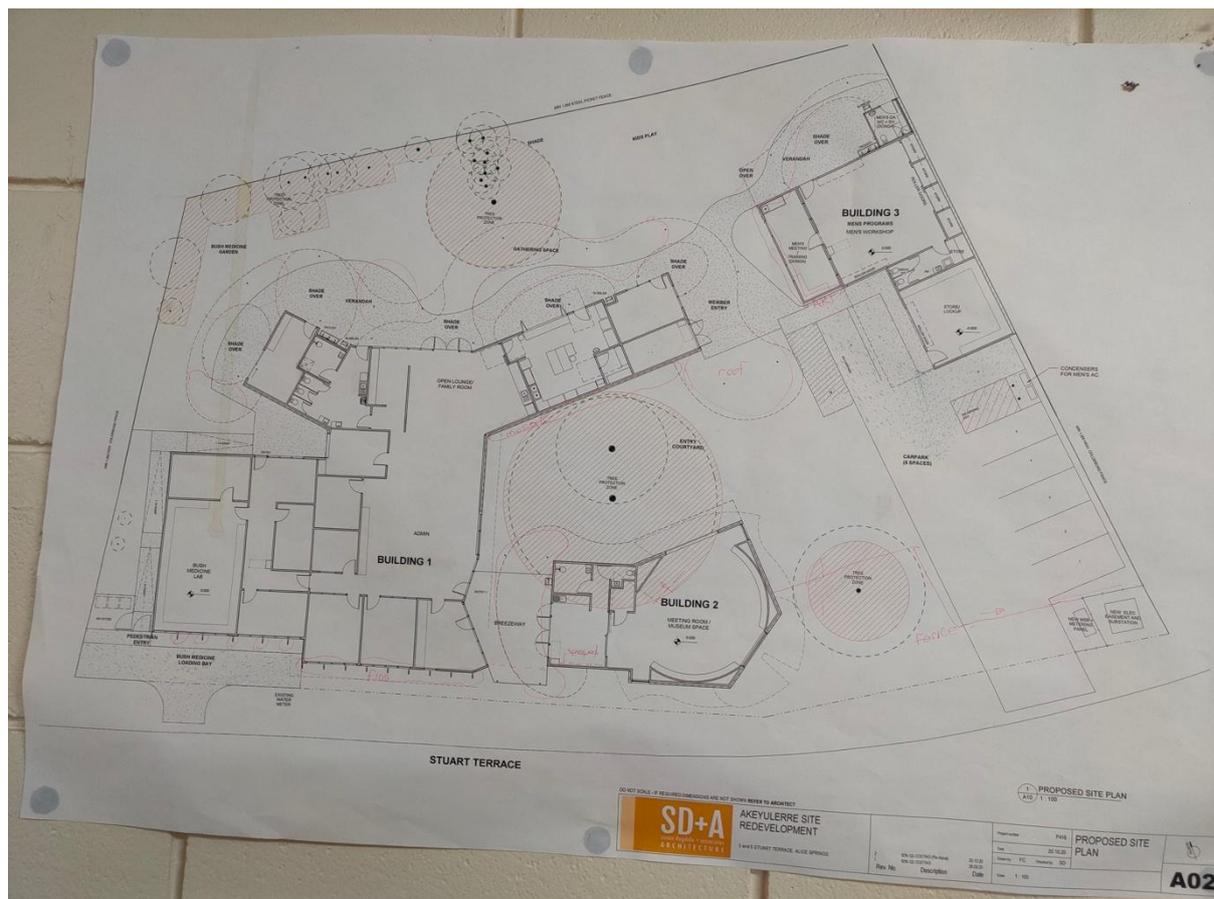
Akeyulerre Healing Place – new facilities

Arrernte 'Living Culture' Centre

Akeyulerre is at an exciting point in its history, with a new purpose-built facility due to open in December 2022. The new facilities will continue to provide a wonderful vibrant family and community centre, as well as providing income and employment opportunities for Arrernte people and welcoming visitors and sharing Arrernte culture. Its location on Stuart Terrace in the heart of the Alice Springs tourist precinct is ideal for this development.

The Centre will be Arrernte-run and will:-

- Maintain, strengthen and celebrate Arrernte culture and ensure it is passed on to the next generations
- Heal and strengthen Arrernte individuals, families and community through culture and the 'old ways'
- Create Indigenous jobs and be a source of pride for Arrernte people (and economic independence)
- Increase opportunities to share Arrernte culture with the broader community and visitors to Alice Springs
- Increase understanding, respect and reciprocity between cultures



Our Programs

At the core of Akeyulerre's activities are a number of key programs that have been developed in line with the vision of the elders, and with funding via one major funding body and a number of other contributors.

Culture and capability

- Aims to strengthen Arrernte culture and healing by supporting Arrernte people to organise cultural and healing activities prioritised by the community
- Building self-reliance through strong culture
- Supporting elders in their cultural activities that in turn support families and community

Safety and wellbeing

Mens program

- Enhancing wellbeing and resilience through cultural and enterprise activity
- Strengthen wellbeing and resilience of young Arrernte men by supporting cultural and country-based learning activities as prioritised by the elders.



Angkwerre-iweme

Traditional Healing

One of the original aims of Akeyulerre was to support Angangkere practice through traditional health and healing. The Angkwerre-iweme program offers knowledge-sharing events, professional development, and support and advocacy for Traditional Healers.

Interrentye

Traditional Remedies & Personal Care Products

Interrentye Traditional Healing Products is a social enterprise of Akeyulerre Healing Centre. The Interrentye program supports the maintenance of important cultural knowledge amongst the younger generations, as well as providing an avenue for real employment, training and skill-building in running a small business.

Cultural Consultancy

Akeyulerre provides the Central Australian community with a wide range of cultural services including smoking ceremonies, bush medicine workshops and cross-cultural training.

Akeyulerre elders regularly present bush medicine workshops which offer a hands-on experience of collecting and grinding the leaves of the healing plants along with an introduction to the work of Angangkere, the Arrernte Traditional Healers.

Website: www.interrentye.org.au



Ingkenteme

Bush Schools Program

One of the things the elders who set up Akeyulerre were clear about was the need to take children and young people back to their country to learn the stories of their land and the kinship structures at the heart of Arrernte cultural life.

The Ingkenteme program takes Arrernte families back to their homelands for cultural camps where senior elders teach the young ones about their land.



Artwe-Areye

Arrernte Men's Work Team

The men engage in training and developing opportunities to create culturally connected enterprise activities that will sustain their wellbeing, resilience and roles within the community.

They undertake jobs that ensure Akeyulerre's equipment and grounds are maintained and safe for our work in town and out bush; and undertake the landscaping for the grounds of the new Akeyulerre.

Ayeye-ke Ilyelhme

Stories of the singing – archive project

Arrernte Traditional knowledge systems and culture are carried in the songs and stories of the land that are integral to the connection and identity of Arrernte people. Central and Eastern Arrernte recordings for men and women will be sourced from various archived collections stored on a locally accessible database. We will also collect further songs and stories from elders

These recordings will be used by men and women, under the guidance of elders, to learn and continue to pass these important traditions to future generations

Elders and families will guide the right process for individuals and groups to share, record and learn their song lines on country.

Family support

Helping families keep children safe at home

Akeyulerre works closely with Anglicare to provide cultural expertise and advice to enhance case managed support to Arrernte families in need.



Akeyulere Organisation Structure



Advertisement

General Manager Akeyulerre Healing Centre *Alice Springs*

About the Opportunity

This is an opportunity to join Akeyulerre Healing Centre, an extraordinary Indigenous corporation in Alice Springs that is a rich source of pride, energy and optimism for Arrernte people.

The General Manager has responsibility for the strategic, financial and governance well-being of the organisation, as well as the oversight of all Akeyulerre's programs, focusing on planning and team development, and ensuring that the programs are well funded, sustainable and delivering on their objectives as established by elders and the directors.

Initially, listening and establishing trust and relationships will be critical, in the exciting context of exploring how the Board's vision and priorities can be realised through the move to its new purpose-built facilities. This process will be a key focus for the first 6-12 months and will rely strongly on engaging staff and community, and developing opportunities in a measured and sustainable way.

A Candidate Information Pack is available for download at www.mobct.com.au/client-recruiting.

About You:

This fascinating opportunity needs a General Manager with excellent cross-cultural skills, demonstrated capability in supporting and developing capabilities of others, and a commitment to delivering the vision and priorities of the Board, elders and Arrernte families.

You'll have all the usual General Manager capabilities in strategy, financial management, governance and compliance; ideally with relevant qualifications in community development, social sciences, education or business management and previous experience working in a Central Australian indigenous culture. You will be a respectful, understanding and adaptable leader, combining practical, pragmatic and hands-on leadership with strong community development capabilities and a lot of heart!

This key role will require someone who can walk alongside the Board, listen to and learn from the elders, build trust and deliver on agreed priorities; while maintaining a warm, supportive and empowering culture within the centre.

The Benefits

This role has high potential for a unique cultural and professional experience in a positive and stable context.

An appealing salary package includes a base salary circa \$111,000, salary sacrifice opportunities which add a potential \$6,400 in take-home pay, plus superannuation, 6 weeks leave and relocation assistance.

About Akeyulerre:

Akeyulerrer is an Arrernte organisation that honours Arrernte knowledge systems, culture and people. It was established so that Arrernte people could feel proud of their culture, learn from elders, engage in employment and activities that are culturally and socially relevant, feel positive about their future and be surrounded by the strength and abilities of their families. Everyone makes an active contribution to what is happening at the centre. It's a place where people can build strong foundations to stand up and take a role in the community.

Akeyulerrer's programs, which have been developed in accordance with the vision and direction of the elders, include social enterprises in traditional healing and bush products, a bush camp program for families, a men's program and a cultural archive; all delivered at a vibrant community centre that supports Arrernte families, elders and children. These programs all centre around health and healing for individuals, families and the broader community.

The organisation is at an exciting point in its history, with a new building due to open in December 2022 bringing new possibilities to support Arrernte people and provide income and employment opportunities. This new year will incorporate strategic and business planning to make best use of the facilities of the new building.

Akeyulerrer is financially stable with a strong and committed Board of Directors; has a core staff of around 16 plus a large contingent of casual staff; and an annual budget circa \$1.8M with assets of \$5M.

Application Process

Please call Kate Horsey at Matrix Consulting, ph 07 3186 3609 ASAP to express your interest and for an initial confidential discussion.

- Please express interest ASAP. Applications will be reviewed as they are received.
- Please provide your current CV and a brief (2 pages max) cover letter outlining your capabilities relevant to the role. *There is no requirement to provide a written response to selection criteria.*
- You can apply via this jobs site or by email to jobs@mobct.com.au

Aboriginal and Torres Strait Islander candidates are encouraged to apply.

Successful candidates will be required to undertake a National Criminal History Check and hold an Ochre card.



Position Description

Job Title: General Manager

Responsible to: Elders and Akeyulerrerre Board of Directors

Supervises: *Directly:* Operations Manager
Indirectly: all staff and volunteers

Role Purpose: **The General Manager** leads and directs all aspects of Akeyulerrerre Healing Centre, to sustainably deliver on the vision of the Board, ensure accountability and help Akeyulerrerre grow and prosper as a strong organisation with Arrernte language and culture at its heart.

Classification Level: Level 7.4 to 8.1 of the Akeyulerrerre Pay Scale (\$110,914.46 to \$113,964.61 per annum) – depending on qualifications and experience

Benefits: Statutory superannuation

Six weeks annual leave.

In addition to your salary, you will be eligible for Salary Sacrificing through our provided CBB. Taking up this opportunity you may receive the following benefits depending on your eligibility:

- Up to \$15,899 salary sacrificed to your mortgage, credit card personal loan or more: and
- Meal Entertainment salary sacrifice of \$2650 annually: and
- Remote Area benefit up to \$7,949 if you meet the eligibility criteria.

You may also choose to Salary Sacrifice to your superannuation fund.

Hours and location: Full-time position 37.5 hrs per week

There is an occasional requirement for work outside of standard work hours or on weekends.

The position is based in Alice Springs with occasional trips on country within the broader Alice Springs region.

Responsibilities:

1. Strategic Planning

Support elders and Directors to set strategic directions and ensure accountability to the Arrernte community and funders

- i. Engage the Arrernte community to participate in establishing and defining the vision and mission and how it will be delivered.
- ii. Support to Board of Directors in the processes of strategic planning to deliver on the vision, including activities to prepare and document the Strategic Plan and Business and Plans
- iii. Monitor progress and undertake regular reviews
- iv. Meet regularly with the elders and Directors to report on progress, discuss and make decisions regarding the Akeyulerre programs, directions and responsibilities in accordance with the Strategic Plan and Business Plans

2. Governance and Compliance

- i. Support the Board of Directors in developing and maintaining sound governance practices, and in ORIC compliance
- ii. Monitor and manage legal, WHS and other regulatory compliance
- iii. Oversee development and implementation of policies and procedures with input from staff, elders and committee
- iv. Convene meetings of the Board of Directors, as required by the Akeyulerre Rule Book and as required for the good governance of Akeyulerre
- v. Assist the Board of Directors to convene the Annual General Meeting and to meet its legal and constitutional obligations
- vi. Identify and oversee delivery of board development and training

3. Program Management and Evaluation

In conjunction with the Operations Manager and Program Co-ordinators:

- i. Oversee program planning processes and approve annual program budgets and plans
- ii. identify and develop new and existing projects, programs and initiatives that meet organisational priorities; and lead program design and development
- iii. Oversee management of the Akeyulerre facilities to accommodate program needs and other centre activities.
- iv. Manage program evaluations and reviews at regular intervals and report to stakeholders
- v. Lead the growth and development of new initiatives and capabilities

4. Organisational Culture and Leadership

Model organisational culture and leadership that is aligned with the vision and values of the elders and Directors and supports a cohesive, harmonious and productive working environment

- i. Engage with community and families. Visit elders who do not regularly visit Akeyulerre to maintain their engagement and to ensure that the cultural priorities of the elders are met in program delivery. Encourage and support all Arrernte families to engage in knowledge transfer.
- ii. Ensure good communication between Directors, staff and members of Akeyulerre and maintain relationships with and between the Board, elders, staff and community.
- iii. Lead the Akeyulerre team, with particular responsibility for:
 - Recruitment processes and decisions including employment contracts
 - Leading staff performance management processes and regular reviews including probationary periods for new hires
 - Directing development and delivering staff and volunteer training and development activities
- iv. Provide day to day leadership and supervision to the Operations Manager, supporting them as needed to meet program objectives and follow workplans; including fortnightly one-on-one meetings

5. Sustainable financial management

Manage Akeyulerre's finances, ensuring sustainability, good financial management, record keeping and reporting

- i. Annually, develop an overall budget and oversee individual program budgets each year in consultation with Akeyulerre's accountant, staff and Board
- ii. Monitor and manage expenditure in line with the budget in consultation with the accountant and Board of Directors
- iii. Manage our grants programs and funding agreements, including:
 - Compliance, acquittals and reporting
 - Maintain relationships with funders
 - Oversee data collection systems that meet funding contract requirements
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- iv. Develop new fundraising and source grant opportunities as prioritised by elders and the Board of Directors
- v. Ensure the highest ethical standards and the knowledge systems of Arrernte people inform all funding agreements the organisation enters into.

6. Marketing, Communications and External relationships

Oversee external relationships and communications to ensure that Akeyulerre stakeholders, Arrernte families, donors and the general public are informed about Akeyulerre's activities

- i. Develop and implement a Communications and Marketing strategy to improve the visibility of Akeyulerre's social enterprise services and products and includes:
 - marketing and promotional materials for Akeyulerre's social enterprises
 - social media activities

- media liaison in consultation with Elders, Committee and senior staff
- ii. External representation and relationships
- iii. Manage and further develop relationships with donors and philanthropic organisations to broaden Akeyulerre's funding base.
- iv. Advocate for and represent the interests of all Arrernte families, representing Akeyulerre in public forums and supporting Elders, Board and staff to represent the organisation with consistent messages
- v. Manage external consultants to effectively deliver support to the organisation, including Akeyulerre's accountant and bookkeeper and other service and consulting providers.

Selection Criteria

Essential

1. Demonstrated capabilities in strategy, financial sustainability, operational and project management in a similar-sized nonprofit organisation
2. Demonstrated experience working alongside Aboriginal people, in particular Arrernte people, including understanding and respecting the value and expertise of the Aboriginal community
3. Ability in strategy, innovation and planning to progress organisational priorities and negotiate solutions
4. Well-rounded experience in leading and managing a cross cultural team in a complex, busy environment to deliver organisational priorities and develop staff skills and confidence
5. Experience in community development, community-based planning or social enterprise development
6. Excellent interpersonal, oral and written communication skills and the ability to present complex ideas and information simply
7. Well-rounded computer skills including experience using a range of word processing, database, publication and social media software or apps

Compliance

The successful candidate must have or be able to successfully obtain:

8. A current Driver's licence (manual preferred)
9. An Ochre Card
10. National Police Check
11. Vaccination status in accordance with government and organisational requirements