***Selection Criteria***

 ***Biripi Aboriginal Corporation*** *Medical Centre*

*Commitment to
 seeing a difference in our
community*

Ability to Communicate and
Work with a Range of Different Personalities

JOIN US

***Manager Aged and Community Care***Taree

Phone Apply Today!

Effective time management
and personal organisation skills

Hardworking and
 Self-motivated

*Positive attitude to Continuous Improvement*

**This selection criteria** document forms part of the selection process, and applicants who do not submit this document as requested and by the date given cannot be considered. This document is the equivalent of a "first interview" and provides an opportunity for you to showcase your claims for the position.

* Please provide brief, relevant information under each of the headings below.
* Aim to demonstrate your experience, education, skills, knowledge, abilities, attitude and experience in relation to the criteria and reflect your understanding of the context and objectives of the position.
* You must also answer the compulsory questions at the end of the form.

|  |
| --- |
| Position:  |
| Name: | Contact: |
| **Essential Criterion** |
| 1. What excites you about this opportunity?
 |
|  |
| 1. What attributes do you possess to ensure excellent relationships with services, clients and their families are maintained?
 |
|  |

|  |  |
| --- | --- |
|  |  |

|  |
| --- |
| 1. Demonstrated experience in developing and managing program budgets?
 |
|  |
| 1. Sound decision making skills including an analytical approach to problem solving?
 |
|  |
| 1. Understanding of the principles of Client Directed Care and its application in an Indigenous community setting.
 |
|  |
| 1. Strong leadership skills with previous Management experience?
 |
|  |
| 1. What is your knowledge and or experience with the Aged Care Service system including My Aged Care?
 |
|  |

|  |
| --- |
| **Additional Criterion** |
| Aboriginality (please attach evidence) | Yes [ ]  No [ ]  |
| Experience working in an aboriginal organisation | Yes [ ]  No [ ]  |
| Do you hold a NSW current drivers license | Yes [ ]  No [ ]  |
| Relevant tertiary qualifications | Yes [ ]  No [ ]  |
| If Yes please list |  |
|  |  |
|  |
| Compulsory Questions |  |
| Do you acknowledge that undertaking a police (criminal records) check is a requirement of undertaking this position and that a working with children background check will also be required? (Answer yes or no) | Yes [ ]  No [ ]  |
| Do you confirm that everything you have provided is true and correct | Yes [ ]  No [ ]  |
| When would you be available to commence in this position? |  |

***Please contact our HR Officers on (02) 6591 2418 or email*** ***humanresources@biripi.org.au*** ***for any further enquiries.***