



# JALYGURR-GUWAN ABORIGINAL CORPORATION

ABN: 31 782 274 340 ICN: 5094  
CHILD CARE LICENSE NUMBER: 356

## POSITION VACANT

### SERVICE MANAGER

(Re-advertised)

Jalygurr Guwan Aboriginal Corporation (JGAC) is seeking to appoint a suitably qualified person to fill the Service Manager position currently vacant within the organisation.

Responsible to JGAC Board of Directors, the Service Manager oversees the daily management and operations of JGAC Children's Services to our Aboriginal & Torres Strait Islander families with emphasis on early childhood learning & development.

To be considered for the Service Manager's position you will possess the following:

#### Essential criteria:

1. Tertiary qualification or proven work experience (minimum two (2) years) in Business Administration & Management
2. Current Western Australian Working with Children's Check Card
3. Valid National Police Clearance

#### Desirable criteria:

1. Experience in managing a Child Care Centre or similar community enterprise
2. Experience working with Aboriginal & Torres Strait Islander people, communities and/or organisations
3. Experience working with a Board of Directors

*Aboriginal & Torres Strait Islander person/s are strongly encouraged to apply.*

Further information about the Service Manager's position can be found in the Application Pack.

To obtain the Service Manager's Application Pack please contact:

Andrea Perez Oliveros  
Administration/Finance Officer  
Jalygurr Guwan Aboriginal Corporation  
Tel: (08) 91935 510  
Email: [admin@jalygurr.org.au](mailto:admin@jalygurr.org.au)

**Applications close: 5pm, Friday, 4<sup>th</sup> March 2016**