

Role Description

School Community Partnership Facilitator (Identified)

Inclusion and Diversity

We all have a role in making our workplace one that embraces and values diverse backgrounds, perspectives and life experiences, creating a workplace where [we all belong](#).

Reasonable adjustments may be discussed with your manager, approved and documented to support and promote human rights and diversity across the workforce.



Job Evaluation No.	23596	CM No. 23/675314
Work Unit	Mossman State High School Far North Queensland Region Early Childhood and State Schools	
Location	Mossman	
Classification	AO6 Qld Public Service Officers and Other Employees Award - State 2015 36 ¼ hour week	
Job Type	Temporary Full-time Temporary period until 26 June 2026, unless otherwise determined	
Salary Range	\$114,115 - \$121,876 per annum Salary is reflective of full-time employment (1.0FTE) <i>Plus superannuation contributions of up to 12.75% of your annual salary.</i>	

Your employer

The Department of Education (DoE) is committed to delivering responsive services focused on equity and excellence to Queenslanders and their communities. We promote equity and excellence by our commitment to respect, protect and promote human rights. Our objectives are: a strong start for all children, every student realising their potential, fair and safe workplaces and communities, capable people delivering our vision. Our vision is one of equity and excellence in a progressive, high performing education system that realises the potential of every student.

For more information about the department, please visit our website at www.qed.qld.gov.au

Your opportunity

As the School Community Partnership Facilitator, you will:

- Develop, connect and engage with key school, family and community stakeholders to inform local place-based action plans for shared outcomes as part of the Equity and Excellence Partnership initiative targeting tailored and differentiated support to regional, rural and remote Queensland state school sites.
- Assist partnership school leaders engage their communities through co-design as well as deliver in-school and cross-agency responses that promote effective service delivery, performance improvement and strengthened community connections.

The School Community Partnership Facilitator reports to the Principal or nominated delegate.

Your role

Responsibilities include:

- Manage key relationships to enhance planning and service delivery processes.
- Proven ability to prioritise, schedule and perform work to meet deadlines, commitments and client service standards.
- Ability to participate in a work team and to undertake a variety of project activities.



Customers first



Ideas into action



Unleash potential



Be courageous



Empower people



Queensland
Government

- Develop and maintain working relationships with the local, regional, state, commonwealth and local government officers and local peak bodies to prepare and provide timely information and advice to stakeholders in relation to future planning for the delivery of services in line with government policy.
- Access and analyse information sources such as demographic data, community data, regional development plans, local government planning documents, recommendations and papers to inform planning and coordination advice and support.
- Contribute to and support the implementation of Partnership Initiative priorities, including using local knowledge to mobilise differentiated and relevant supports to Partnership Initiative Schools and their community settings, in partnership with the region and the Education Futures Institute.
- Contribute to the local Partnership Initiative response plans by identifying local priorities and addressing emerging issues and trends for quality improvement and integrated service delivery.
- Identify responsive planning and coordination strategies as well as activities to build community capacity and enhance performance to optimise outcomes for key stakeholders in the Partnership Initiative.

Other responsibilities (as required)

- Other suitable duties, consistent with the duties and responsibilities of the position as directed by the supervisor or nominated delegate.

A mandatory requirement of this role is:

- For this position, it is a genuine occupational requirement that it be filled by an Aboriginal person or a Torres Strait Islander person as set out in Section 7 of the *Anti Discrimination Act 1991* for the purposes contained in Section 25 of that Act.

Verification of Aboriginality and/or Torres Strait Island heritage

- For administrative purposes, in relation to an Aboriginal and/or Torres Strait Islander identified role, an Aboriginal and/or Torres Strait Islander person is a person who identifies as an Aboriginal and/or Torres Strait Islander person and is either:
 - of Aboriginal and/or Torres Strait Islander descent; **or**
 - accepted as an Aboriginal and/or Torres Strait Islander person by the Aboriginal and/or Torres Strait Islander community in which he or she lives.
- By definition a person who is not an Aboriginal and/or Torres Strait Islander cannot be employed (on any basis) to perform the duties of an Aboriginal and/or Torres Strait Islander identified role.
- Applicants to this position **may have** to provide confirmation of their Aboriginal and/or Torres Strait Islander heritage.

Competencies – How you may be assessed

[Leadership Competencies for Queensland](#) describes what highly effective, everyday leadership looks like in the public sector. In simple, action-oriented language, it provides a common understanding of the foundations for success across all of our roles within the department.

Vision:

- Leads strategically – thinks critically and acts on the broader purpose of the system.
- Stimulates ideas and innovation – gathers insights and embraces new ideas and innovation to inform future practice.
- Leads change in complex environments – embraces change and leads with focus and optimism in an environment of complexity and ambiguity.
- Makes insightful decisions – makes considered, ethical and courageous decisions based on insight into the broader context.

Results:

- Develops and mobilises talent – strengthens and mobilises the unique talents and capabilities of the workforce
- Builds enduring relationships – builds and sustains relationships to enable the collaborative delivery of customer-focused outcomes.
- Inspires others – inspires others by driving clarity, engagement and a sense of purpose.
- Drives accountability and outcomes – demonstrates accountability for the execution and quality of results through professionalism persistence and transparency.

Accountability:

- Fosters healthy and inclusive workplaces – fosters an inclusive workplace where health, safety and wellbeing is promoted and prioritised.
- Pursues continuous growth – pursues opportunities for growth through agile learning and development of self-awareness.
- Demonstrates sound governance – maintains a high standard of practice through governance and risk management.

Additional information

- This role description works in conjunction with the Candidate Information Package.
- It is a mandatory condition of this role that you:
 - Possess a current Working with Children Check clearance (blue card) issued by Blue Card Services.
 - Possess a current drivers' licence (or specific class of licence)
 - Are required to travel and overnight absences from base may be required.