

Position Description

Position Title: First Nations Public Health Engagement Officer

Classification:	AHP1 or AHP2
Business unit/department:	North Eastern Public Health Unit (NEPHU)
Work location:	Austin Hospital <input checked="" type="checkbox"/> Heidelberg Repatriation Hospital <input type="checkbox"/> Royal Talbot Rehabilitation Centre <input type="checkbox"/> Other <input type="checkbox"/> (please specify)
Agreement:	Allied Health Professionals (Victorian Public Health Sector) Single Interest Enterprise Agreement 2021-2026
Employment type:	Fixed Term Full-Time or Part-Time
Hours per week:	Up to 38 hours (or 40 hours with ADO)
Reports to:	Public Health Engagement Lead
Direct reports:	0
Financial management:	Budget: 0
Date:	August 2025

Austin Health acknowledges the Traditional Custodians of the land on which Austin Health operates, the Wurundjeri Woi Wurrung People of the Kulin Nation. We pay our respects to Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.

Position purpose

The First Nations Public Health Engagement Officer will be responsible for providing cultural guidance to support NEPHU activities and initiatives to be culturally appropriate and responsive to the health needs of Aboriginal and Torres Strait Islander peoples.

The role will build partnerships with the Aboriginal and Torres Strait Islander health sector and communities to facilitate collaborative work on shared priorities to improve the health and wellbeing of Aboriginal and Torres Strait Islander people in the NEPHU catchment.

The role will collaborate with the NEPHU team to implement and guide public health initiatives, contribute to the design and delivery of culturally safe programs across the unit. The role will work to support these activities to be reflective and inclusive of the needs, perspectives and voices of Aboriginal and Torres Strait Islander peoples.

Austin Health considers that being an Australian Aboriginal and/or Torres Strait Islander Person is a genuine occupational requirement for this position, therefore applications will only be considered from candidates of these backgrounds, as per the Special Measures Provision, Section 12 of the Equal Opportunity Act 2010 (Vic).

About the North Eastern Public Health Unit

The NEPHU is one of nine public health units in Victoria: three in metropolitan Melbourne and six covering regional Victoria. Together these units form a coordinated network, working in partnership with the Department of Health to deliver a comprehensive public health program for Victoria.

The NEPHU is hosted and supported by Austin Health with responsibility spanning approximately 1.81m people living in the northeast of metropolitan Melbourne. We work collaboratively to improve the health and wellbeing of the NEPHU population through health promotion, prevention and protection activity. We do this through evidence informed population and place-based responses to current and emerging health needs and emergencies. In this way we contribute to a vision of active connected and safe communities for all - with healthy places, healthy people and a healthier tomorrow.

The NEPHU is proud of its diverse multidisciplinary team who provide a service across extended hours seven days per week. Participation in a 7-day roster during periods of public health emergency may be required of all staff.

Position responsibilities

Role Specific:

- Provide cultural guidance within NEPHU to enhance engagement with and outcomes for Aboriginal and Torres Strait Islander peoples.
- With assistance from senior leadership, develop and implement culturally safe public health practices and frameworks across NEPHU, including the Aboriginal and Torres Strait Islander engagement plan.
- Guide and support the development, implementation and evaluation of public health activities that address the needs of Aboriginal and Torres Strait Islander communities.
- Facilitate engagement processes that include Aboriginal and Torres Strait Islander community members in the creation and adaptation of public health interventions.
- Support leaders to ensure that NEPHU activities are culturally safe, inclusive, and accessible.
- Build and maintain strong, respectful relationships with Aboriginal and Torres Strait Islander communities, organisations, and Elders within the NEPHU catchment area.
- Build and strengthen partnerships with Aboriginal and Torres Strait Islander health organisations, government bodies, and other relevant stakeholders.
- Collaborate with other public health units, primary health networks, and healthcare providers to align efforts and promote the health and wellbeing of Aboriginal and Torres Strait Islander peoples.
- Attend relevant forums, networks, and committees.
- Provide cultural awareness support to NEPHU staff to improve their understanding and engagement with Aboriginal and Torres Strait Islander communities.



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Selection Criteria

Essential skills and experience:

- Austin Health considers that being an Aboriginal and/or Torres Strait Islander person is a genuine occupational requirement for this position, therefore applications will only be considered from candidates of these backgrounds, as per the Special Measures Provision, Section 12 of the Equal Opportunity Act 2010 (Vic).
- A commitment to Austin Health values: Our actions show we care, we bring our best, together we achieve, we shape the future.
- Post-secondary qualification in a field related to public health, engagement, social science, health, communications, community development or other relevant fields, or equivalent relevant experience.
- Insight and knowledge of health inequities and inequality in health outcomes impacting Aboriginal and Torres Strait Islander people.
- Deep understanding of Aboriginal self-determination and cultural safety
- Demonstrated capacity to build trust and credibility, developing and maintaining constructive relationships through consistent, values-based, and culturally responsive actions and communications.
- Demonstrate flexibility and ability to operate under pressure, proposing and implementing workable solutions to problems, evaluating effectiveness, and adjusting actions as required.
- Understanding of health literacy and capacity to communicate health messages.
- Good organisational, time management, written and verbal skills.
- Proven ability to solve problems with capacity to identify needs and trends and create innovative solutions through collaboration and partnership.
- Experience in group facilitation, with the ability to manage the dynamics of diverse stakeholder groups and engage community members.
- Project management and report writing skills.
- High level computer literacy

Desirable but not essential:

- Experience in public health promotion, prevention and/or protection activities
- Knowledge of and engagement with Aboriginal community, issues, and priorities across the NEPHU catchment
- Experience in Aboriginal health service or public health work including health promotion, prevention and/or response activities

Quality, safety and risk – all roles

All Austin Health employees are required to:

- Maintain a safe working environment for yourself, colleagues and members of the public by following organisational safety, quality and risk policies and guidelines.
- Escalate concerns regarding safety, quality and risk to the appropriate staff member, if unable to rectify yourself.
- Promote and participate in the evaluation and continuous improvement processes.
- Comply with the principles of person-centered care.
- Comply with requirements of National Safety and Quality Health Service Standards and other relevant regulatory requirements.



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Other conditions – all roles

All Austin Health employees are required to:

- Adhere to Austin Health's core values: *our actions show we care, we bring our best, together we achieve, and we shape the future.*
- Comply with the Austin Health's Code of Conduct policy, as well as all other policies and procedures (as amended from time to time).
- Comply with all Austin Health mandatory training and continuing professional development requirements.
- Provide proof of immunity to nominated vaccine preventable diseases in accordance with Austin Health's immunisation screening policy.
- Work across multiple sites as per work requirements and/or directed by management.

General information

Cultural safety

Austin Health is committed to cultural safety and health equity for Aboriginal and/or Torres Strait Islander People. We recognise cultural safety as the positive recognition and celebration of cultures. It is more than just the absence of racism or discrimination, and more than cultural awareness and cultural sensitivity. It empowers people and enables them to contribute and feel safe to be themselves.

Equal Opportunity Employer

We celebrate, value, and include people of all backgrounds, genders, identities, cultures, bodies, and abilities. We welcome and support applications from talented people identifying as Aboriginal and/or Torres Strait Islander, people with disability, neurodiverse people, LGBTQIA+ and people of all ages and cultures.

Austin Health is a child safe environment

We are committed to the safety and wellbeing of children and young people. We want children to be safe, happy and empowered. Austin Health has zero tolerance for any form of child abuse and commits to protect children. We take allegations of abuse and neglect seriously and will make every effort to mitigate and respond to risk in line with hospital policy and procedures.



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