



## Position Description

<b>Position Title:</b>	<b>Nutrition and Health Promotion Officer</b>
Location:	Alice Springs (some travel may be required to on country location in Central Australia and may include work on evenings and weekends, including cultural and learning camps, usually 1 – 5 nights)
Reports to:	Head of Health and Wellbeing
Tenure:	Full time 38 hours per week, fixed term 12-month contract
Classification:	SCHCADS Modern Award Level 4-5 (depending on qualifications and experience)

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## Background

The Children's Ground Approach is a First Nations organisation designed by First Nations people. We are committed to systems change to ensure dignity, justice and equity for all children and families. Our work focuses on national reform as well as evidencing a new way of working. The Children's Ground Approach is a whole of community, whole of life approach. We partner with a community over the course of a generation, led by local expertise, vision and intelligence. Together, we create and deliver an integrated system that is centred on learning, development and wellbeing that responds to the child and their family through the key transition points from pre-birth to young adulthood. Our approach recognises the cultural, social and economic strength of communities and builds on this to equip children for opportunities locally, nationally and globally.

We celebrate First Nations children and families and back their vision and talent to transform their communities from extreme stress and economic disadvantage to communities of opportunity and wellbeing.

Children's Ground operates in Central Australia and across the Top End, with support provided by a Melbourne-based Shared Services team.

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## Position Summary

The Nutrition and Health Promotion Officer will be working in a multi-disciplinary health team in the delivery of the Children's Ground Approach, working under the Family Health and Wellbeing Framework – *Health in the Hands of the People*. The Health and Wellbeing platform aims to improve health and wellbeing outcomes for children, their families, and the broader community. This includes recognising, respecting, and privileging local cultural knowledge systems and practices, and the agency of First Nations people.

The Nutrition and Health Promotion Officer will work with the integrated platform teams – Learning, Community Development, Cultural & Creative Development, and Economic Development - to ensure all children have a comprehensive wellbeing plan that includes all their needs for emotional wellbeing and development support by providing on the ground early years health promotion activities, as well as planning for and working with children and families around nutrition and health promotion within and outside early learning sessions.

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## Key Relationships

Reports to: Head of Health & Wellbeing

Key Internal liaison:	Nutrition Lead, Nutrition Workers; Regional Director & Deputy Director, CG-CA, Head of Learning and Wellbeing; Head of Research and Evaluation CG-CA; Head of Community Development; Children's Ground staff, CEO of Children's Ground.
Key External liaison:	Local health service organisations in Alice Springs; NT health department, local medical services (Congress CAAC, Flynn Drive Health), health promotion and wellbeing services and programs

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## Key Responsibilities

### **1. Delivery of the Children's Ground Family Health & Wellbeing Model – Health in the Hands of the People**

- Under the guidance of the Children's Ground Family Health and Wellbeing Framework – *Health in the Hands of the People* - contribute to improving the health and wellbeing outcomes for children, families and communities.
- Work with children and families within early learning (on country, at the central hub and local community centres) and outside learning sessions, including home/community visits and other outreach strategies, bringing a particular focus to optimal nutrition and health promotion.
- Work with First Nations staff and family members in each location to support the delivery of health and wellbeing information and support in first language and support local cultural knowledge, life and lore.

### **2. Provide guidance, support and share knowledge with Nutrition team members**

- Support the Nutrition team in their responsibility to deliver healthy and nutritious meals at CG-CA (Children's Ground – Central Australia), ensuring continuous improvement of staff, resources, and meal delivery.
- Provide professional advice, support and ideas to the team as required, to assist with ordering food, preparing menus, planning and provision of interesting and healthy meals.
- Ensure food safety standards are maintained in food storage, preparation, and provision. This includes high standards of cleanliness and regular sanitisation of equipment and includes delivery of meals while on country.

### **3. Local community agency and respect for local cultural knowledge and life**

- Meet regularly with local First Nations people and elders to discuss local aspirations; this will inform the directions and responsibilities of the role.
- Liaise with local First Nations people in relation to activities to ensure active promotion of local cultural knowledge and practice.
- Support communities with food security initiatives including food gardens, food storage and preparation solutions, advocacy, and support.
- Encourage and support all First Nations families, valuing their ideas, strategies, and aspirations.

### **4. Program Design, Standards, and Implementation**

- Support the delivery of Early Years learning – both on country and in community hub sites.
- With the team, provide outreach family nutrition, health, and wellbeing promotion to service the region with access available to all families.
- Provide advice and recommendations to Children's Ground regarding nutrition and health promotion needs in the community and within the central CG hub.
- Support the development of family-based health and wellbeing support plan, and individual child learning and wellbeing plans.
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#### **5. Operational systems and standards**

- Ensure Children's Ground Policies and Procedures are followed.
- Ensure compliance and standards meet the needs of CG and the security of information for consumers.
- Complete all data collection requirements and contribute to monitoring and evaluation processes as requested.

#### **6. Information and data systems, monitoring and reporting**

- Ensure user data and information is being recorded to meet the monitoring and evaluation needs of the Family Health and Wellbeing team and the Early Years learning team.
- Help develop resources including videos, books, papers, menus, nutrition education/training manuals etc. in collaboration with or guided by First Nations staff and community members.
- Maintain confidential, organised, and up-to-date files relating to people.
- Prepare reports as requested.

#### **7. Relationships**

- Liaise with local health organisations and service providers to coordinate regular health promotion activities for each community.
- Develop and maintain relationships with key partners, including local organisations
- Maintain strong joint working relationships across Children's Ground operations
- Represent Children's Ground in meetings as requested

#### **8. Contribute to Children's Ground**

- Be a positive, innovative member of the Children's Ground team.
- Contribute to strategic planning, organisational development, management work plans & policy formation. Engage with local languages by learning basic words/phrases and using them in interactions with First Nations people.
- Support a strong, connected, respectful and supportive organisation.
- Participate in professional development programs offered by Children's Ground.
- Undertake other tasks as requested to support the delivery of Children's Ground in the Central Australia Region.

This role will require working regularly in outdoor conditions, in extreme heat during the summer, sitting, standing and moving around in outdoor settings, including getting in and out of motor vehicles and remote location work. There is also lifting in this role – up to 15 kg.

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### Key Selection Criteria

#### Essential

- Relevant work experience and expertise and/or qualification in Health Promotion and/or Nutrition
- Knowledge of food safety standards
- Strong people skills – teamwork, communication
- Ability to work in a flexible team environment
- Current Drivers Licence, OCHRE card, and ability to undergo a National Police Clearance Check

#### Desirable Attributes

- Experience working with First Nations communities
- Experience working in a start-up environment
- Demonstrated knowledge, skills, and experience in an NGO or community development organisation
- Experience working with children and have skills and knowledge around early years education
- Experience in resource development/facilitation/training