VICTORIA POLICE

Five Positions Available

LIAISON 72-76, VPSG-3

Salary: $50 175 - $60 922

Do you have an interest and experience in working with new and emerging communities, and community development work.

The position:

The Multicultural Advisory Unit is currently seeking 5 candidates to successfully undertake a Fixed Term Position of 12 months as a New and Emerging Community Liaison Officer (NECLO). The successful applicants will work closely with the Coordinator of the NECLO Program, Police and local communities to develop and implement initiatives, programs and strategies. There will be 4 positions located in Police Stations these positions will be located in the South East, North, and West of Melbourne and one position based in the Victoria Police Centre in Melbourne. Successful candidates will have access to a car during business hours for work purposes. Applicants will have experience in working with new and emerging communities, as well as experience in community development work.

Duties:

- Under the direction of the Manager of the Multicultural Advisory Unit (MAU) and in consultation with the program coordinator, develop and implement initiatives, programs and strategies to achieve Multicultural Advisory Unit objectives.
- In partnership with new and emerging communities, develop and maintain knowledge of new and emerging communities issues within the local area and maintain a contemporary knowledge of relevant legislation, policies and procedures.
- Contribute to establishing effective communication and networking between Police members, local new and emerging community members and other Government and non-Government agencies.
- Establish and maintain a positive partnership environment in which new and emerging communities are encouraged to communicate and interact with Police members to resolve issues and actively promote awareness of the role of Victoria Police within new and emerging communities.
- Assist in developing, implementing and providing appropriate training programs dealing with new and emerging communities issues.
- Represent Victoria Police as required at meetings, forums or events that relate to new and emerging communities issues.
- Participate in the development and implementation of appropriate strategies to improve service delivery to customers based on customer needs.
- Establish and maintain effective communication and interaction with Regions/Police Members, Government and non-Government agencies to achieve mutual objectives at all levels.
- Prepare, prioritise and provide clear, concise and timely reports and correspondence.

How to Apply:

The preferred candidate will be required to undergo security checks which will include fingerprinting. The successful applicant will be bound by the Victorian Public Service Agreement 2006. You are also required to have a valid working with children check prior to commencing work.

Applicants must address the key selection criteria in full for this position. Applicants must nominate their preference of work location when applying for the positions. The position description including Key Selection Criteria can be downloaded from the www.careers.vic.gov.au. Search via reference number VG/VP/LIAISON72-76. This position closes at midnight, 2009.

All attachments must be in Microsoft Word 1997-2003 format.

For more information about the position you can contact Ruth Milligan at the Multicultural Advisory Unit on 9247 6931. If you need help applying, please contact Kristy Antonopoulos on 9247 3350.

ZO910428

SIZE CHANGE

18 x 3 (97)

ZenithOptimedia

Please read and check this proof carefully. If your advertisement has multiple publication insertions please check each page of this document.

Please advise approval ASAP by email (or fax)

		Dimensions (h x w)	**18 x 3 (97)**
Publication	Melbourne, Brimbank, Dandenong Leaders	Module Code	-
Section/Sort:	Government	Colour (Mono/Colour)	MONO
Operator	VICKI	Key No:	**910428**
DEADLINES;		Account Manager	Bronwyn
BOOKING =	05/03/09	**APPROVAL SIGNATURE:**	
MATERIAL =	05/03/09	**DATE:**	
APPEARS =	09/03/09		

Client Alts	Internal Alts