



## **Position Title: Learner Driver Mentor Program Coordinator**

**Program Location: Mt Druitt, NSW**

**Reports to: Manager, Mt Druitt**

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### **About Just Reinvest NSW**

Just Reinvest NSW (JR NSW) is dedicated to supporting Aboriginal communities in developing their own solutions to create safer and more just environments. Our primary goal is to reduce the interactions of Aboriginal people with the criminal justice system.

We achieve this by fostering stronger and safer futures through community-led initiatives and advocating for state-wide policy and legislative reform. We focus on redirecting resources from systems that harm people toward communities with high rates of contact with the justice system. By working alongside Aboriginal communities, we support place-based, community-led, and data-driven approaches to inform local solutions, such as devising local 'justice circuit-breakers.' These efforts contribute to our broader policy and advocacy work, which aims to create levers for systemic change.

JR NSW brings together Aboriginal communities, government agencies, philanthropic organizations, and private sector partners across political and cultural spectrums to leverage the justice reinvestment approach.

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### **Position Summary**

The Learner Driver Mentor Program at Just Reinvest NSW is designed to take a flexible and holistic approach to support Aboriginal and Torres Strait Islander individuals in the Mt Druitt area in obtaining their driver's licenses. The program addresses barriers to licensing with the goal of reducing the risk of involvement with the criminal justice system. The successful candidate will coordinate the establishment, delivery, and management of the Learner Driver Program in Mt Druitt, requiring strong administrative skills, relationship development, organizational capabilities, and experience working with Aboriginal community members.

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### **Position Responsibilities**

#### **Key Responsibilities:**

- Develop and coordinate the Learner Driver Mentor Program to support eligible individuals in obtaining their driver's license.

- Collaborate with agencies and communities in Mt Druitt, including Aboriginal Community Controlled Organizations, to attract participants to the Learner Driver Program.
  - Coordinate support for participants to obtain required identification and documentation for license applications.
  - Assist participants in addressing fines through access to Work Development Orders (WDO).
  - Provide support for participants to access culturally appropriate mentoring and other required support services.
  - Recruit, train, develop, and support volunteers, ensuring proper training, support, and regular debriefing.
  - Facilitate training for volunteer driving mentors, professional driving instructors, mentoring strategies, and cultural awareness.
  - Match volunteers with participants, monitor progress, and provide feedback to volunteers.
  - Apply and support strengths-based and person-centered practices.
  - Develop and maintain strong relationships and linkages with relevant stakeholders, including the Steering Committee.
  - Ensure accurate record-keeping and produce various written reports, including monthly internal reports.
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## **Position Selection Criteria**

### **Technical Competencies:**

- Well-developed organizational, logistics, and time management skills.
- Ability to work autonomously and as part of a team.
- Effective communication with diverse stakeholders.
- Experience working with and supporting volunteers.
- Ability to work effectively within the local Aboriginal community.
- Analytical, problem-solving, and decision-making abilities.
- Proficiency in MS Office or similar software and database usage.

### **Qualifications/Licenses:**

- Working with Children Check (mandatory).
  - Relevant skills/experience in business administration or community services.
  - Knowledge of and experience working within the local communities and cultural context.
  - Current full driver's license and safe driving record.
  - Aboriginality as per the Anti-Discrimination Act 1977 (NSW).
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This position offers an opportunity to make a meaningful impact on the lives of Aboriginal and Torres Strait Islander individuals in the Mt Druitt community by addressing barriers to obtaining a driver's license and reducing their risk of involvement with the justice system.

For more information about this opportunity, please email [daniel@justreinvest.org.au](mailto:daniel@justreinvest.org.au) or apply directly for the position.