Position Description

Winter School Supervisor
Nura Gili Indigenous Programs Unit

Never Stand Still | Nura Gili

Level:	**1.1**	**Date:**	**March 2015**
School/Unit:	**Nura Gili Indigenous Programs Unit**	**Faculty/Division:**	**DVC(A)**
Written by:	**Jeremy Heathcote**	**Updated January 2017 by Cheryl Ah-See**	

POSITION SUMMARY

Day and Night supervisors are required to provide support and supervision to Indigenous students (in years 10, 11 and 12) participating in the Nura Gili Winter School Program. Supervisors must also provide ongoing support to Nura Gili and faculty staff involved in the program; and maintain a positive commitment to UNSW during the Winter School. This program runs from Monday 3 July 2017 - Saturday 8 July 2017.

ORGANISATIONAL ENVIRONMENT

Nura Gili's vision is to be recognised nationally and internationally as a leader in achieving academic excellence in Indigenous higher education programs, research and student support services.

Nura Gili's purpose is to enrich Australia culturally and professionally, and to enhance the capacity of Indigenous communities and individuals to engage in all aspects of Australian society, through:

- enrolling and successfully graduating significant numbers of Australian Indigenous students;
- striving for academic excellence;
- creating an inspiring and supportive environment that celebrates Indigenous heritage, diversity and the achievement of social justice; and
- leading and contributing to high quality research, scholarship and teaching that creates and disseminates new knowledge.

The UNSW Winter School is a fully supervised five-night residential program designed to provide Indigenous students in years 10, 11 and 12 with an opportunity to experience university life. The program is coordinated by Nura Gili who covers the costs for all participants.

During Winter School, 100 students are introduced to tertiary studies in an area of their choice whilst also participating in university life with fellow Indigenous students from around the country.

Apart from the team at Nura Gili and the relevant staff in each faculty, supervisors make up a very important component of Winter School. Each faculty has two allocated day supervisors and there are also dedicated night supervisors who stay on campus each night for the duration of the program.

Reporting Relationships

Supervisor's title: Winter School Coordinator
Other relationships: Student Support Manager, Unit Manager

KEY DUTIES & RESPONSIBILITIES

- Provide high level supervision to students attending the Nura Gili Winter School
- Assist with day or night activities as requested by Winter School Coordinator and senior staff
- Monitor safety and behaviour of all participants in the program and ensure they abide by the rules at all times
- Ensure a physically and emotionally safe environment for students
- Work closely with Nura Gili and Faculty staff and report any issues that may arise
- To positively promote UNSW throughout all aspects of the program
- Cooperate with all health and safety policies and procedures of the university and take all reasonable care to ensure that their actions or omissions do not impact on the health and safety of others in the university

SELECTION CRITERIA

- Current NSW Working with Children's Check
- Aboriginal and/or Torres Strait Islander person (aged 18 or above)**
- Current UNSW Student or Graduate from UNSW
- Knowledge and understanding of the barriers that can prevent access to higher education for Indigenous peoples
- Knowledge of Nura Gili programs and entry pathways
- Ability to communicate effectively with a range of people such as school students, university staff and industry personnel
- Ability to show initiative and experience working both individually and as part of a team
- Knowledge of WHS responsibilities and commitment to attending relevant WHS training

All applications are to be submitted online at wssupervisor.nuragili.unsw.edu.au

***In the event that insufficient applications are received from Indigenous students and graduates, other Indigenous people and/or non-Indigenous people may be invited to apply.*