Vacant Position

Position Title:	Community Support Program (CSP) Officer
Location:	Groote Eylandt
Employment type:	Permanent Full Time
Applications close:	**Wednesday, 9th September 2026**

About the ALC

The Anindilyakwa Land Council (ALC) is a 'future-forward' Land Council, directed by the 14 clans of the Groote archipelago region, is enabling the Anindilyakwa people to take full advantage of the opportunities and technology available in the 21st century, while simultaneously preserving land, language and culture. The vision of the ALC is to:

Protect, maintain and promote Anindilyakwa culture

Invest in the present to build a self-sufficient future

Create pathways for youth to stand in both worlds

ALC is an independent statutory authority of the Commonwealth, subject to the *Public Governance, Performance and Accountability Act 2013*, described therein as a Corporate Commonwealth Entity and is currently a portfolio agency of Prime Minister and Cabinet. For more information on the Anindilyakwa Land Council, please visit our website: https://www.anindilyakwa.com.au/

About the role

The ALC has a full-time opportunity available in our Community Support Program (CSP). As a CSP Officer you will provide service and assistance to community members with processing Royalty

Distribution requests, answering Royalty Shoppa inquiries, providing medical and education support and organising funerals.

For more information about this position, please visit the CSP Office in Angurugu.

Selection Criteria

Essential

- Demonstrated interpersonal and communication skills, including the ability to develop and maintain effective relationships within an Indigenous community.
- Excellent customer service with great attention to detail and a demonstrated commitment to delivering high quality service with minimal supervision.
- Highly motivated with exceptional organisational skills and the ability to prioritise workload to meet deadlines.
- Ability and willingness to travel to all communities in the Groote Archipelago as required.
- Ability to show empathy and maintain strict confidentiality when dealing with highly sensitive topics.
- Must hold or be able to obtain a Working with Children Card.
- Exceptional computer experience with previous experience using Microsoft Office and Outlook.
- Possess a current NT driver's License or ability to obtain.

Desirable

- Previous experience using Point of Sale software (POS), specifically SWIFTPOS or willingness to learn.
- Previous experience mentoring indigenous staff to increase workplace performance is highly regarded.

Other information

Pre-employment screening, including an AFP criminal record check, will be undertaken on the person who is being recommended for appointment.

- Remuneration ranging from $70,000 - $80,000 per annum depending on experience

- Annual Holiday Travel Allowance (HTA): $2000
- Annual leave: 5 weeks per annum.
- Personal Leave: 18 days per annum
- 2 weeks paid Christmas/New Year shut down - in addition to annual leave.
- Salary Sacrifice ($18,500 per annum)
- Flexi Work Week

Please note relocation or accommodation is not offered with this role.

How to apply

Applications close Wednesday, 9th September 2026. We shall review applications as they arrive and may progress to interview prior to closing date.

Please email your application to recruitment@alcnt.com.au. Application must include resume and cover letter addressing the selection criteria.

Pre-employment screening, including an AFP criminal record check, will be undertaken on the person who is being recommended for appointment.