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**Centre for Stories Job Advertisement: Youth Storytelling Program Coordinator**

Position Title Youth Storytelling Program Coordinator

Reports to CEO

Staff Reporting to Nil

Hours Part time (2.5 days)

Fixed Term 2 years

**About Us**

Centre for Stories, founded by John and Caroline Wood in 2015,is an inclusive arts and cultural organisation that uses storytelling to encourage a more inclusive society and improve wellbeing.

Centre for Stories is a not for profit, registered charity with DGR status. It is a place where people gather to learn the craft of storytelling and to share stories. It is committed to telling stories that reflect the diversity of the human experience and bring communities together to engage in a conversation about issues that matter. With our help and support, people have spoken and written of love, loss, belonging, home and hope.

Our stories are shared online, at live events, in publications, at dinners, festivals and in theatre productions. We hold events at our heritage home in Northbridge, collaborate with partner organisations locally and nationally, and take our storytellers to regional WA and national festivals. Our programs are funded by Australia Council, The Ian Potter Foundation, State Library of Western Australia, Department of Local Government, Sport and Cultural Industries, Department of Foreign Affairs, and private donors.

**About the Role**

The Youth Storytelling Program Coordinator (YSPC) will plan and manage delivery of Centre for Stories’ signature oral storytelling youth program [Word Up](https://centreforstories.com/storytelling-services/word-up/) and support the development of a parallel writing program. This project is funded by the Department of Local Government Sports and Culture (DLGSC). The YSPC is a part-time role for 2.5 days per week for two years.

Centre for Stories believes that storytelling has the ability to empower young people to be the best versions of themselves through both oral and writing programs. The oral story component of this program has been designed and tested in schools and this funding enables us to continue delivering it to schools. The lesson plans are aligned with the Australian National Curriculum priorities. We work primarily with young people aged 12-18 from under-resourced communities and culturally and linguistically diverse (CaLD) backgrounds.

Key Duties include:

* Liaising with schools, creatives and staff to deliver both oral and written story programs.
* Work with a creative writing facilitator to develop a standardised youth creative writing program that supports the West Australian curriculum.
* Sourcing and training new storyteller facilitators as needed.
* Organise recording of stories and production of anthologies.
* Conduct evaluation of programs and revise programs if necessary.
* Develop partnerships to expand the program into more partner schools.
* Develop and monitor project timelines, budget and acquittals.

**Selection Criteria**

**Essential**

* A degree in education, arts, community development, youth work or equivalent experience.
* An understanding of the school curriculum.
* Experience working with young people in schools, ideally from diverse background.
* Strong administrative and organisational skills.
* Strong verbal and written communication skills.
* The ability to effectively work with a team and diverse range of stakeholders.
* Excellent project management skills.
* Excellent computer literacy skills.
* Have a valid Driver’s licence (C).

**Desirable**

* Previous experience working in a culturally inclusive work environment.
* Previous experience working with First Nations and CaLD communities.
* Previous experience working in schools.

**Conditions of Employment**

* Salary $68,000 + superannuation will be prorated to 2.5 days a week.
* Two-year fixed term contract with possibility of ongoing employment.
* Four weeks annual leave will be pro-rated to 2.5 days a week.
* Additional paid leave from Christmas Day to the end of the first week of January.
* Working with a team that is committed to inclusion and embraces diversity.
* Three-month probationary period.

**How to Apply**

This position is open to Australian citizens and residents, your application must include the following:

1. Cover letter that includes your contact details **and** addresses the selection criteria above.
2. Copy of your CV including two referees.

We’re committed to a diverse and inclusive workplace and strongly encourage application from people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA+, culturally and linguistically diverse, or living with disability.

**Closing date: March 22, 2023.**