

VACANCY

STAYING IN PLACE COORDINATOR

(FIXED TERM - 1 YEAR)

Augusta Community Resource Centre (ACRC) is seeking a part-time Staying in Place Coordinator based in Augusta. This is a fixed term position for 1 year with a possible opportunity for extension for the right candidate.

ACRC is an independent not-for-profit and registered charity who is implementing the Staying in Place program locally to support seniors in the Augusta and surrounding region.

The SIP program is an innovative community approach that is making it possible for older people in rural and regional areas of Western Australia to stay living in their own homes, in their community. It is a model that draws on 'locals supporting locals' through coordination from the ACRC in partnership with an approved aged care provider Homemade and local workers who provide their services through the Mable support worker platform.

The SIP Coordinator role will commence as a two day a week position (16 hours) which could increase to three days or more in the future as more SIP clients come onboard to access local services.

This is a new role, and we are looking for someone who is able to work with SIP clients with patience, understanding and has a desire to help clients achieve and maintain wellness so they have the ability to stay living in their own home, in their own community.

We are seeking an individual who has the following skills and experience:

SELECTION CRITERIA

Essential

- Knowledge, awareness and understanding of the Commonwealth Aged Care Home Support Program.
- Ability to develop genuine and lasting relationships with older people.
- Enjoys working in a small community and understands the confidentiality and sensitivity of connections and relationships.
- Able to work independently whilst also participating as part of a small team.
- Excellent interpersonal, verbal and written communication skills applicable to working with elderly people.
- Networking capacity with community organisations and services and Government.
- Strong communication and time management skills with attention to detail.
- Current Police Clearance or can acquire one if requested.

Desirable

- Knowledge, awareness and understanding of the Staying in Place model.
- Experience in case coordination.
- Experience as a support worker or contractor to aged people.
- Confident analytical and problem-solving skills.
- Ability to maintain social and organisational standards and values; honour commitments.
- Sound computer skills in MS Office and email communication.

If you would like a copy of the Position Description please email reception@augustacrc.net.au.

When submitting your application please provide the following:

- A cover letter
- Address the enclosed Selection Criteria
- A current CV
- Names and contact details of at least two (2) referees who can comment on your work performance.

Email your application to manager@augustacrc.net.au.

Applications close on Friday 19th September 2025

