

Senior Engagement Officer, Indigenous Electoral Participation Program – Affirmative Measures

Job Reference: 2026-183 15063

Work Area: Communication, Education & Engagement Branch, Service Delivery Group

Location: Perth, WA

Classification: APS Level 6

Security Clearance: Not Required

Salary Range: \$99,734 - \$111,701 plus 15.4% superannuation

Employment Type: Ongoing, Full Time

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Due Date: Tuesday 27 October 2026, 11:59pm AEDT, 8:59pm AWST

The Work we do

Working at the Australian Electoral Commission (AEC) means contributing to the delivery and integrity of Australia's democratic processes. In this role, you will help deliver outcomes that uphold electoral integrity and maintain public trust in Australia's electoral system.

The AEC is an independent statutory authority responsible for delivering federal elections, by-elections and referendums, and for maintaining the electoral roll. Our work is central to Australia's democracy and includes large-scale, high-profile operations conducted under significant public scrutiny.

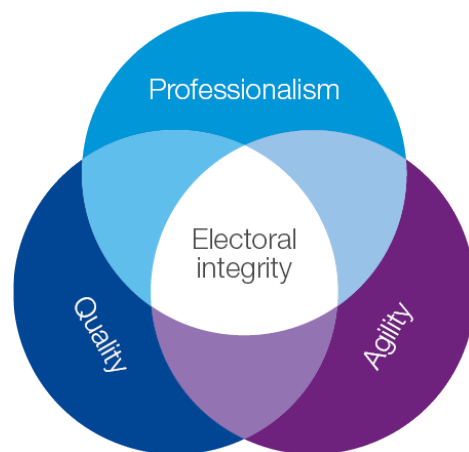
Between electoral events, the AEC undertakes a broad range of activities including electoral roll management, industrial elections, electoral boundary redistributions, and the administration of political funding and disclosure schemes.

Our work is guided by our values of *Quality, Agility and Professionalism*, which underpin how we operate and enable us to deliver trusted outcomes for all Australians.

What we offer at the AEC

At the AEC, we support our people to perform at their best while maintaining a healthy work-life balance. We offer a supportive, inclusive workplace and a range of benefits, including:

- Flexible working arrangements
- A collaborative and inclusive workplace culture
- Career development and learning opportunities
- Study assistance and professional development support
- Career pathways across a national organisation



- Competitive salary and conditions, including 15.4% superannuation
- Purchased leave options (Ongoing employees only)
- Paid Christmas and New Year shutdown
- Employee Assistance Program (EAP) for employees and their families
- Annual influenza vaccination program

We are committed to building a workforce that reflects the diversity of the Australian community and encourage applications from people of all backgrounds.

Reasonable adjustments are available throughout the recruitment process and during employment.

About the Team

As a team member of the Australian Electoral Commission's (AEC's) Indigenous Electoral Participation Program, you will work with colleagues and community-level partners to identify and respond to barriers to First Nations electoral participation. Our staff contribute in different ways, and your knowledge and expertise will help the AEC make Australian elections more accessible for First Nations people.

You will use evidence and best practice to create and maintain key resources, support legislative change, and uphold the AEC's commitment to continuous improvement. Additionally, you will play a key role in the Branch Leadership Team, helping to maintain a strong strategic focus, foster a proactive and inquisitive culture, and champion service design and human-centred outcomes.

The Opportunity

This role is an Affirmative Measures position, specifically designated for Aboriginal and Torres Strait Islander people, therefore this vacancy is only open to Aboriginal and Torres Strait Islander people.

This is an exciting opportunity to join the AEC and contribute to work that has a direct impact on Australia's democratic processes.

The role is responsible for delivering business outcomes, including leading engagement with partners to support positive electoral participation outcomes for Aboriginal and Torres Strait Islander peoples. You will represent and explain agency positions in a range of forums. The role requires travel, including to remote locations, and collaboration with internal and external stakeholders.

To excel you'll have:

We are seeking a motivated and capable professional who can demonstrate the skills, knowledge and experience required to perform successfully in this role, including:

- Demonstrated ability to lead through change and deliver outcomes in a complex and evolving environment, including experience in contract management or the ability to quickly acquire and apply contract management skills.
- Demonstrated ability as a strong people leader to effectively manage a diverse and geographically dispersed workforce, supporting performance, capability and development through coaching, guidance, knowledge sharing and constructive feedback, while fostering an inclusive, collaborative and high-performing team culture.
- Strong written and verbal communication skills including the ability to tailor messages and information for a variety of audiences of varying seniority and in a culturally appropriate manner.
- Demonstrated organisational, problem-solving and risk management skills, including the ability to identify issues, develop practical solutions and communicate outcomes effectively.

- Demonstrated experience and ongoing commitment to working harmoniously within a small, geographically dispersed team to achieve positive program results.
- Demonstrated experience managing agreements of varying complexity, including identifying and managing risks, maintaining stakeholder relationships, and completing performance reporting and financial acquittals.

Desirable

- You have relevant qualifications in Indigenous studies or community engagement/education.
- Knowledge of, or the ability to quickly acquire knowledge of, relevant legislation, programs and policies.

How to Apply

The AEC is committed to creating a diverse environment and is proud to be an equal opportunity employer.

You will need to provide the following:

- An up-to-date resume (maximum two pages).
- A two-page pitch outlining how your skills, knowledge, experience and qualifications make you the ideal candidate for this role.

Applications must be submitted through the AEC Jobs Portal before the closing date.

[Senior Engagement Officer, Indigenous Electoral Participation - Vacancy Details – Aurion](#)

Affirmative Measures - Aboriginal and Torres Strait Islander employment

The Affirmative Measures - Aboriginal and Torres Strait Islander employment process is open only to Aboriginal or Torres Strait Islander people who meet the criteria below.

To be eligible to apply for this role, you must:

- be of Aboriginal and/or Torres Strait Islander descent or identify as Aboriginal and/or Torres Strait Islander
- be accepted by community as being Aboriginal and/or Torres Strait Islander

Confirmation of Aboriginal and/or Torres Strait Islander heritage will only be required from candidates who are found suitable at the end of the process.

The AEC will consider allowances in some circumstances, however evidence of Aboriginal and/or Torres Strait Islander status is likely to include the following:

- a letter signed by the Chairperson of an incorporated Indigenous organisation confirming that the applicant is recognised as an Aboriginal and/or Torres Strait Islander person, or
- a confirmation of Aboriginal and/or Torres Strait Islander descent document executed by an Indigenous organisation.

Note: The need to provide confirmation of Aboriginal and/or Torres Strait Islander heritage is not required as part of the application process. Confirmation will be requested prior to the onboarding process.

RecruitAbility

This scheme aims to attract and develop applicants with disability and also facilitate cultural changes in selection panels and agency recruitment.

If you are a person living with disability and opt into the scheme; you are required to declare you have a disability; and must meet the minimum requirements of this vacancy. Once these requirements are met, you are advanced to a further stage in the selection process. Merit remains the basis for engagement and promotion.

You do not need to provide further information about your disability.

For further information visit the [APSC website](#).

Artificial Intelligence

Use of Artificial Intelligence (AI) tools in the recruitment process.

The AEC may use the AI tool 'Microsoft Copilot Chat' for low-risk administrative purposes. All outputs are reviewed and approved by a human and will not influence selection decisions. The AEC may use AI for drafting and refining recruitment documentation and general administrative support. The AEC will not use AI in any assessment or decision-making, including screening, shortlisting, or evaluating candidates. Candidate personal information will not be entered into AI tools, and AI transcription will not be used.

The AEC also sets clear expectations for candidate use of AI tools in accordance with the [APSC Guide to managing candidate use of AI in recruitment](#). Candidates may use AI tools to assist with drafting application materials, such as resumes and pitches, provided all content is an accurate and truthful reflection of their own skills, experience, and capabilities in line with [the APSC Principles for candidate use of AI in recruitment](#). AI must not be used in any written assessments, work samples, or during interviews (including real-time responses). Candidates may be required to discuss, verify, or demonstrate the claims made in their application as part of the assessment process.

Eligibility Requirements

Australian Citizenship

All positions in the AEC require employees to be Australian citizens and is a condition of engagement.

Information on Australian citizenship including how to obtain evidence of Australian citizenship is available from the [Department of Home Affairs](#).

Political Neutrality

It is an inherent requirement of employment at the AEC that employees must be, and must be seen to be, impartial and politically neutral. Any person who is active in political affairs or referendum issues, may compromise the strict neutrality of the AEC and will be ineligible for employment with the AEC. This requirement is outlined in the AEC Enterprise Agreement and Political Neutrality Policy.

Security Requirements

Successful applicants may be required to undergo pre-employment screening and obtain and maintain an Australian Government security clearance.

This position does not require candidates to obtain and hold a security clearance.

Pre-employment screening may include:

- National Police check
- Identity verification
- Political neutrality assessment
- Assessments to uphold suitability form part of all positions at the AEC

Further information is available through the [Australian Government Protective Security Policy Framework](#).

Merit Pool

Candidates found suitable but not offered a position may be placed in a merit pool for up to 18 months from the advertisement date. The AEC will retain any merit pool created from this vacancy for an initial period of 6 months to fill similar vacancies before making it available to other APS agencies.