



Urunga  
Neighbourhood Centre  
The heart of our community



**Update #1 - 4 February 2019**

## **Neighbourhood Centres Amalgamation Project Sharing A Vision for A Stronger Community**

### **STRONGER TOGETHER - Girrwaawa Balmuun**

#### **Building a Shire-wide resilient community organisation ready for change and eager to thrive**

The Bellingen and Urunga Neighbourhood Centre Management Committees are working closely together to set up one new incorporated organisation for the whole Bellingen Shire.

The premises in Urunga and Bellingen will stay and we will work closely with people in Dorrigo to have a presence there.

This is the first of our regular updates that will keep you informed about our progress. We think that it will take about 12 months from now for the amalgamation to happen.

#### **Why are we doing this?**

1. To help secure the future of our neighbourhood centres
2. To better identify and respond to community needs and interests
3. To encourage cooperation and help our centres grow sustainably.

#### **What is happening now?**

The two Management Committees are meeting together every two months and have set up a steering group to help them work towards setting up the new organisation.

To help us achieve this goal we are seeking expressions of interest for a Project Officer with suitable skills and experience to successfully achieve the proposed amalgamation. This can be either a contract position or an employee of the Neighbourhood Centres.

The Project involves undertaking the planning, preparation, engagement and communication required to enable a smooth transition to an amalgamation of UNC Inc and BNC Inc.

*Details next page*

*Underpinning our process are these guiding principles that will drive how we work together to merge our organisations:*

1. Transparent and open communication
2. Staying true to purpose
3. Accountability - doing what we say we will do and making decisions that reflect the best interests of our communities
4. Maintaining confidentiality
5. Being respectful of different view points
6. Being realistic about goals, timelines and resources
7. Process and outcomes honour the uniqueness of each NC and its membership

## **PROJECT DELIVERY ROLE AVAILABLE**

### **Experience and skills required**

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The successful candidate/consultant will demonstrate the following:

1. Experience in planning and managing change projects\*
2. Experience in one or more of the following areas: stakeholder engagement and consultation; due diligence; organisation development or design
3. Highly developed communication and interpersonal skills
4. Ability to work autonomously and collaboratively to deliver projects

*\* Project management in the NGO/community sector or a related public sector is desirable.*

### **Proposed project budget and timeline**

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The budget for the Project will be no more than \$22,000 inclusive of expenses. It is anticipated that the Project will be undertaken part-time over a six month period from March to August 2019.

### **Expressions of Interest**

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To express your interest in the Project opportunity please submit:

1. A letter (up to two pages) outlining your response to the experience and skills required for the project and how you would approach delivery of the project; and
2. Current curriculum vitae.

If you propose to undertake the role as contractor or consultant, we anticipate that you will provide details of your estimated professional costs having regard to the budget for the project.

If your interest is in an employee role, the position would most likely be 2-3 days a week for six months.

**Expressions of Interest are to be addressed to the Amalgamation Steering Group and emailed to [manager@bnc.org.au](mailto:manager@bnc.org.au) to be received by 5:00pm Thursday 14 February 2019.**

### **Questions about the EOI?**

Contact Rosie Wickert on 0419 401 901 or at [rw@rosiewickert.net.au](mailto:rw@rosiewickert.net.au).