

Position Description:

Market Research and Feasibility Advisor

Assignment number:	PAU011349
Partner organisation name:	Lake Tyers Aboriginal Trust
Partner organisation location:	Lake Tyers, VIC
Key dates: (please note Volunteers are not expected to work over the December/January holiday period)	October 2026 – February 2027
Time commitment:	Approx. 8 hours per week
Assignment mode/location:	Hybrid: Initial visit to Lake Tyers Aboriginal Trust will be required for scoping and introductions and then remainder of assignment can be completed online.

Purpose of the Role:

The Lake Tyers Aboriginal Trust is committed to creating sustainable employment opportunities and improving access to essential services for community members. As part of this vision, the Trust is exploring the potential to establish a community-based lawn and home maintenance service that could provide both local jobs and practical support for residents, particularly elders and vulnerable community members.

To support informed decision-making, the Trust is seeking **a skilled volunteer to undertake market research and assess the feasibility of this proposed service**. The volunteer will work closely with the Trust and key stakeholders to investigate local demand, identify service gaps, review comparable services, and evaluate potential opportunities and challenges.

The findings will provide an evidence-based understanding of whether the concept is commercially and operationally viable and will help determine whether the Trust should proceed to a detailed business case and implementation phase. This assignment offers an opportunity to contribute to a community-led initiative that supports economic development, self-determination, and long-term resilience within the Lake Tyers community.

Selection Criteria:

- Experience in market research, feasibility studies or business analysis.
- Ability to gather and interpret information and present practical recommendations.
- Strong stakeholder engagement and communication skills.
- Experience working with community organisations, social enterprises or regional communities is desirable.
- Understanding of First Nations engagement principles and a commitment to culturally respectful practice.
- Ability to work collaboratively with community stakeholders.

We recognise that great volunteers bring a range of experiences and perspectives. If this opportunity interests you, but you don't meet every requirement, we encourage you to apply or reach out.

Prerequisites for undertaking volunteering assignments:

- To register with ABV (if not already registered):
 - ✓ At least 5 years relevant professional experience
 - ✓ You must be an Australian citizen or Australian permanent resident residing in Australia.
 - ✓ Willingness to complete Australian police check and Working With Children Check
 - ✓ Willingness to be interviewed and have references checked
- Once you have passed registration phase:
 - ✓ Willingness to interview for the role with ABV program staff
 - ✓ Acceptable Australian police check and Working with Children Check before commencement
 - ✓ Sign the ABV Letter of Agreement (Code of Conduct, etc)
 - ✓ Medical check (external and ABV), compliance with all travel, entry and in-country requirements (where required).
 - ✓ You are expected to abide by any COVID regulations of the destination country or the partner organisation with whom you may work. These regulations will be made known to you.

How to Apply:

Please refer to this page on the ABV website for role closing dates: [ABV Open Assignments](#)

Please submit your expression of Interest to volunteers@abv.org.au confirming the following:

- The Role name and Assignment Number
- Confirmation that you are a registered volunteer with ABV **or** are willing to go through ABV's screening process to become a registered volunteer.
- **If you are a Registered Volunteer** - send a short paragraph outlining your relevant experience against each selection criteria.
- **If you are not a Registered Volunteer** – send your CV with a short paragraph outlining your relevant experience against each selection criteria.
- If there are any special considerations, we would need to make for you.

What will happen next?

- ABV will review all applications as they are received.
- Shortlisted candidates will be sent a Terms of Reference (ToR) document (Assignment Description).
- Candidates will be advised whether they are shortlisted for interview.

ABV is an equal opportunity employer and Aboriginal & Torres Strait Islander peoples, people from culturally & linguistically diverse (CALD) backgrounds are encouraged to apply for this position.