

## Position Description:

### Community Business Case & Market Analyst

<b>Assignment number:</b>	PAU011349
<b>Partner organisation name:</b>	Lake Tyers Aboriginal Trust
<b>Partner organisation location:</b>	Lake Tyers, Victoria
<b>Key dates:</b>	June – August 2026 Flexible based on volunteer's availability
<b>Time commitment:</b>	Approx. 8 hours per week
<b>Assignment mode/location:</b>	Hybrid: Initial visit to Lake Tyers Aboriginal Trust will be required for scoping and introductions and then remainder of assignment to be undertaken online (Travel costs covered by ABV).

### Purpose of the Role:

Use your market research and business analysis skills to support the Lake Tyers Aboriginal Trust to explore a meaningful community enterprise. In this volunteer role, you will help assess the viability of establishing a locally led lawn and home maintenance service for NDIS participants and aged care recipients—addressing a critical gap in accessible, reliable and culturally appropriate services. Working as part of ABV's Resilient Regions program, you'll collaborate closely with the Trust and local stakeholders to understand community needs, analyse demand and funding pathways, and develop a practical, culturally appropriate business case. Your work will help shape a sustainable service model that creates local employment opportunities while improving essential services for elders and vulnerable community members.

This is a unique opportunity to contribute your professional expertise to a community-led initiative that strengthens economic resilience, supports self-determination, and delivers lasting social impact.

#### Activities

- Engage with Lake Tyers Aboriginal Trust and key stakeholders to understand community needs and priorities
- Conduct market research on local demand, service gaps, and NDIS and aged care funding pathways
- Analyse comparable services, pricing models, and workforce requirements
- Assess operational considerations, including service delivery models and compliance requirements
- Identify potential partnerships and referral pathways

#### Deliverables

- A Market Research Summary outlining demand, target clients and service gaps
- A Business Case including service model, pricing, costs and revenue projections
- Recommendations on workforce structure, partnerships and operational setup
- Guidance on NDIS and aged care alignment, including access to funding streams

#### Outputs

- Clear understanding of the viability of the proposed service
- A practical roadmap to establish the business
- Defined pricing and revenue approach
- Increased capacity for the Trust to deliver culturally appropriate services and create local employment opportunities.

### Selection Criteria:

#### Essential

- Demonstrated experience in market research and business case development, ideally for small businesses or community-led enterprises
- Proven ability to design practical, financially sustainable business models, including pricing and revenue strategies
- Experience working with or alongside First Nations Communities, with a commitment to culturally appropriate and respectful engagement
- Ability to identify and develop partnerships and referral pathways to support service uptake and growth
- Strong analytical and problem-solving skills with the ability to translate insights into clear, actionable recommendations
- Excellent communication and stakeholder engagement skills, with the ability to work collaboratively and build trust within community settings.

#### Desirable

- Strong understanding of NDIS and/or aged care sectors, including funding models, service delivery requirements, and compliance considerations.
- Understanding of regional/ remote communities.

### 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. Australian Citizens residing overseas may be considered on a case by case basis.
  - ✓ Willingness to complete a 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 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](mailto: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.