

Position Description:

Workforce Development and Implementation Consultant

Assignment number:	PAU011384
Partner organisation name:	RockyStart Inc.
Partner organisation location:	Rockhampton, QLD
Key dates:	October – December 2026
Time commitment:	8 hours per week approx.
Assignment mode/location:	Online.

Purpose of the Role:

RockyStart Inc. is a not-for-profit organisation that supports collaboration, networking and capacity building across the early years and family support sectors in Central Queensland. Through its investment in the Children's Voices framework, RockyStart aims to build the capability of local organisations to meaningfully engage children, understand their experiences and perspectives, and use their feedback to inform services, planning and community decision-making.

To support this vision, RockyStart is seeking an experienced workforce development, change management or implementation professional to develop a practical and sustainable approach for rolling out the framework across the region. Working closely with RockyStart and key stakeholders, the volunteer will review the framework, identify opportunities and barriers to adoption, and develop a high-level implementation roadmap that includes workforce capability development, stakeholder engagement, governance, evaluation and sustainability recommendations. The outcome will be a locally-owned model that supports the long-term embedding of children's participation practices across services and networks supporting children and families.

Selection Criteria:

Essential:

- Experience in workforce development, organisational change or implementation planning.
- Experience developing training rollout or capacity-building frameworks.
- Strong stakeholder engagement and facilitation skills.
- Experience developing strategic and operational plans.
- Knowledge of evaluation and impact measurement methodologies.

Desirable: *We encourage you to apply, even if you don't meet every desirable criterion.*

- Sector experience in education, early childhood, community development or human services sectors.
- Experience with co-design, community engagement or systems-change initiatives.

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.