



JOB DESCRIPTION

Goolarri Media Enterprises (GME) is the trading subsidiary of Broome Aboriginal Media Association (BAMA). GME is an Indigenous media organisation providing radio, film and television production, events management and training services with a commitment to Aboriginal people of the Kimberley.

POSITION	Creative Industries Trainer
POSITION NUMBER	GME2021T
ACCOUNTABLE TO:	Training Manager
DATE REVIEWED:	January 2026

APPOINTMENT DETAILS

INDUSTRIAL AGREEMENT/AWARD:	Permanent Part time 0.8 FTE (4 days per week)
SALARY:	\$112 500 per annum pro rata (\$90,000 per annum for 0.8 FTE) plus superannuation
ALLOWANCES/ SPECIAL CONDITIONS	Includes option to salary sacrifice exempt fringe benefits to cash value of approximately \$15,000.

ABOUT GOOLARRI MEDIA

Goolarri Media Enterprises (GME) is the trading subsidiary of Broome Aboriginal Media Association Aboriginal Corporation (BAMA). GME is First Nations multimedia, arts and training organisation providing radio, television, production services, digital networks, events, music development, marketing and training pathways with a commitment to First Nations people of the Kimberley region and beyond. Through dedication, passion and a vision for the future we have grown in our capacity to become one of Australia's most successful and diverse First Nations media and communications organisations ensuring we remain at the forefront of digitising culture and community.

Since then, GME has transitioned from a traditional media service to a broader training and capacity building organisation with a vision to close the gap for all First Nations peoples across the Kimberley region. Specifically, we assist the development of both the First Nations and non-First Nations media and communications sector in the Kimberley region, develop and manage events for the local community with a goal of creating stronger social cohesion across the diverse peoples of the Kimberley and ultimately, invest in First Nations people through education, training and employment pathways, leveraging our RTO status.

ABOUT YOU

You are a passionate trainer – someone who loves working with people to transfer skills, encourage learning and develop confidence. You are experienced and have a high level of cultural competency. The creative and cultural industries are a sector you know, have experience in and want to secure pathways for young and new-to-sector learners to find meaningful employment.

You may have lived in a regional area or have experience working with First Nations communities. Importantly, you would love to live in Broome and call the Kimberley Region home.

THE POSITION

This is a key role for the Training Department at Goolarri Media. With a focus on creative and cultural industries, the trainer ensures great, engaging and meaningful learning experiences for students of all ages.

Key Duties:

1. TRAINING AND DEVELOPMENT

- deliver engaging, compliant and meaningful training experiences for students
- Maintain the Goolarri Quality Delivery of Training and Assessment
- Ensure course requirements are being met and adequate assessment is taking place for all students
- Maintain high standard work practices and ensure integrity, respect and confidentiality
- Provide feedback to the Training Manager about any concerns regarding training, students and other Goolarri related matters

2. STUDENT SUPPORT SERVICES

- Deliver first rate learning support to online and location-based students
- Provide cultural support and liaise with the training manager to solve potential issues based on balance between educational requirements and cultural needs
- Ensure training and assessment is developed in a way that all learners are catered for and creative thinking is encouraged
- Ensure cultural safety is embedded in all training activities with opportunities for feedback and adaptation.

3. ADMINISTRATIVE ACTIVITIES

- Ensure student assessments are marked in a timely manner and individual training plans for each student are kept up to date
- Assist with student recruitment, locally and online
- Practice environmental sustainability in the workplace
- Work in a safe manner and maintain awareness of safety issues in a work environment.
- Contributes to the achievement of the organisation's goals in a team environment

- Attend staff meetings, participate in performance management arrangements, undertake training and development activities as appropriate
- Other duties as required.

4. REQUIREMENTS OF THE POSITION

Qualifications (You have these or are willing to obtain)

1. Certificate IV in Assessment and Workplace Training TAE40122
2. Certificate III in Screen and Media or Tertiary qualifications in media field such as radio broadcasting, film and television production, communications or media studies
3. An education or training certification that has relevance to this role
4. WA "C" Class Driver's Licence or equivalent

Personal Characteristics

1. Demonstrated cultural competencies and experience working with First Nations communities
2. Demonstrated ability to work independently, prioritise workloads and meet agreed timeframes and targets.
3. Demonstrated ability to work constructively as a member of a team.

Technical Competencies/Knowledge

1. Experience working with Registered Training Organisations and understanding of national Australian Qualifications Framework requirements
2. High technical proficiency, including computer skills
3. Demonstrated ability to impart knowledge and transfer skills
4. Ability to assess the performance of others
5. Excellent written communication skills
6. Good oral communication and interpersonal skills including ability to:
 - Clarify enquiries/problems and provide information
 - Relate to student/stakeholders and demonstrate empathy in terms of their enquiries, issues or problems; and
 - Effectively liaise with both internal and external clients/stakeholders

DESIRABLE

1. Experience in online education
2. Keen interest in photography

HOW TO APPLY

We are now accepting applications for the role of Creative Industries Trainer. If you have questions about the role, please reach out to Jade Lillie on hello@jadelillie.com. To apply:

1. Send your current CV and cover letter (no more than five pages total) outlining your suitability for the role.
2. Send your application via email to Jade Lillie no later than **Monday 09 March, 6pm** with the subject line: EOI - Goolarri Creative Industries Trainer