

## Work Based Learning (WBL) Placement Description

### Host Details

<b>Host Organisation</b>	Banyule City Council
<b>Placement Title</b>	Community Research Officer
<b>Placement Location</b>	Hybrid
<b>Address (if onsite)</b>	1 Flintoff St, Greensborough
<b>Primary Supervisor Name</b>	Andrew Whalley
<b>Position Title</b>	Social Research & Community Outcomes Officer
<b>Host Organisation Website</b>	<a href="https://www.banyule.vic.gov.au/Home">https://www.banyule.vic.gov.au/Home</a>

#### Host Organisation Background:

Banyule City Council (Council) is a local government area in the North-Eastern Suburbs of Melbourne, with more than 1000 employees, Council offers around 120 different services to the community. Council runs a [Workplace Pathways Program](#), which was co-designed with students to ensure participants are provided with meaningful work, coaching, mentoring and community connections.

This placement is with Council's Community Impact Team, which sits within the Resilient & Connected Communities Department. This team's role is to change community attitudes, drive inclusion and maximise and measure Council's impact with the community and other stakeholders. Some of the key strategic plans for the Community Impact Team is the [Inclusive Banyule Plan 2022-26](#) and Municipal Public Health and Wellbeing Plan.

### Placement Details

<b>Placement Semester/Term</b>	Semester 1 2025
<b>Start Date</b>	3 March 2025
<b>End Date</b>	30 May 2025
<b>Days/hours per week</b>	To be negotiated with successful candidate
<b>Hours (total)</b>	100 hours
<b>Placement Type</b>	Unpaid

*The host and successful student will have an opportunity to negotiate placement start and end dates, as well as days of the week that align to the Term or Semester dates that the student is enrolled in prior to commencing the placement.*

#### Desired Course Discipline/Background

Preferred degree/areas of study:

Arts and Social Sciences or Health Sciences, Psychology

#### Key Duties and Responsibilities

The Community Research Officer will be involved in developing a range of social research reports designed to uplift and inform Councils work relating to a range of population groups and key issues over the next 10 years. These include LGBTIQIA+ people, multicultural communities, people experiencing homelessness, mental wellbeing, family violence and a range of others.

Exact duties and focus area/s will depend on the skills, experiences, and interests of the student, but may include:

- Sourcing accurate and appropriate information, data, and research.
- Locating and summarising the legislative and governance frameworks that inform Council's role on key issues.
- Compiling information into user-friendly research reports for a diverse workforce.
- Conducting original analysis of Banyule population survey and community engagement data.
- Working towards various ways to present findings such as infographics, reports or dashboards.

This is a great opportunity for students looking to develop their skills, make industry connections and gain experience in how local councils work towards improving social outcomes for the community.

### Selection Criteria

#### Essential:

- Completion of at least 2 years of university study in relevant discipline.
- MS Office Proficiency (e.g. Teams, Word, Excel).
- Written and verbal communication skills.
- Well-developed research skills.
- Ability to work collaboratively with a team.
- Eagerness to learn and a passion for community development, social justice, and inclusion.

#### Desired:

- Some understanding of the social issues impacting marginalised groups

All staff have a responsibility for maintaining accurate records, adhering to Councils values, corporate responsibility, and contributing to Banyule as a great place to work.

### Pre-Placement Compliance Checks & Requirements

- Police Check
- Working With Children Check (WWCC)
- Student Placement Deed
- None

### Work Based Learning (WBL) – Subject Information and Requirements

<b>Subject Code</b>	LTU3IND
<b>Subject Information</b>	<a href="#">LTU3IND Handbook</a>
<b>Subject Prerequisites</b>	<ul style="list-style-type: none"><li>• Completed 120 credit points of your degree</li><li>• Have 1 elective space in your course plan</li></ul>

### How to Apply

**Application Deadline:** 3 November 2024

#### Application Instructions:

Please provide:

- CV/Resume
- Cover letter. Please address why you are interested in this placement opportunity.
- Apply through the following link: [Industry Placement Application Form, Careers and Opportunities, La Trobe University](#)

For help with your cover letter and resume - [Resumes and job applications, Careers and Opportunities, LTU](#)

*Thank you for considering a Work Based Learning Placement!*