



Auckland  
**Women's  
Centre**

### **Position Available- Women's Service's Coordinator**

**The Auckland Women's Centre is a vibrant feminist community centre** providing support, education, counselling, rangatahi outreach, community kōrero and safe space. We are committed to pro-actively supporting Te Tiriti o Waitangi and we collaborate with other groups to advocate collectively for gender equity.

**The role:** - The WSC is responsible for our Women's Support Service (advice and referral to women in need or crisis, via phone, online and drop-in), our Community Education programme and the housekeeping/maintenance of the Centre. The management of these services is achieved by building, maintaining and supporting a small team of tutors and volunteers. Please see the **Job Description**.

**The ideal applicant:** will be highly empathetic; organised; have formal or informal experience in social work, community work or counselling; and understand how to work cross-culturally with a diverse range of people.

**Hours:** - 37.5 per week

**Start date:** - **Wednesday 19 January** (negotiable)

**Wages and conditions:** - between \$27.50 and \$30 per hour depending on experience, with an annual cost-of-living increase on 1 July. We provide a warm and collegial working environment and five weeks annual leave.

**Terms of this contract:** Due to succession planning this is a two-year contract with the possibility of renewal, or an offer of an alternative position when the initial contract finishes.

**Applications:** Please supply a covering letter, your CV (including contact details for two verbal referees) and a completed application form to [akcentre@womensz.org.nz](mailto:akcentre@womensz.org.nz) or the Centre by Wednesday 8 December.

**Please note: only applications which include a covering letter, CV and completed application form will be considered.**