



Expression of Interest: Team Leader (Timor-Leste)

Background

The Australian Government is creating a visa ballot system called the Pacific Engagement Visa (PEV), which will increase permanent migration from the Pacific and Timor-Leste to Australia. With an aim to strengthen people to people links and encourage greater cultural, business and education exchange between the respective countries.

The Department of Foreign Affairs and Trade (DFAT) is seeking contractors that can provide service delivery of the program. This includes providing potential visa applicants with the relevant information about eligibility, assistance with the application process, employment support, and to facilitate pre-departure information sessions.

With International Crossover's extensive experience in facilitating and assisting immigration processes, we are looking to support DFAT in the delivery of the PEV. In preparation, we are looking for people to help assist us in executing and delivering this new programme.

About the role

The Team Leader will lead and support the in-country implementation of the PEV, liaising with appropriate stakeholders to ensure efficiency and the effectiveness of the programme. Reporting to the Regional Team Leader, the responsibilities of this position will include, but are not limited to:

- Lead, manage and support the implementation of the PEV delivery in Timor-Leste which will include providing country specific information and education which is culturally appropriate.
- Liaise with key stakeholders within the region to ensure an ongoing working relationship.
- Assist in country support for potential eligible applicants ensuring they understand the PEV criteria.
- Assist applicants who are successful in the ballot with building their current curriculum vitae and assist in job application processes.
- Provide, create and deliver pre-departure information to successful applicants, ensuring the information is clear, concise and culturally appropriate.
- Monitor and maintain relationships with in-country stakeholders.





About the you

- Extensive experience working in management, maintaining relations and liaising with key stakeholders.
- The ability to communicate complex ideas in a clear and concise manner.
- Fluency in English and local language/dialects (preferable).
- Experience in delivering and facilitating information session to diverse groups of people.
- Ability to travel.

Our commitment to diversity, inclusion, equity and human rights: International Crossover has a strong commitment to diversity, inclusion, equity and we believe in upholding human rights. We believe everyone should be treated equally regardless of their background, age, genders, socioeconomic background and want to ensure our staff (and potential applicants) have access to opportunities and resources so that they can contribute their perspectives to improve our workplace.

We believe this is fundamental to maximising diversity for creating a sound workplace and encourage people of diverse backgrounds to apply for this role. In addition, International Crossover has a commitment to ensure ethics, integrity and human rights are at the forefront of our interactions within the workplace and stakeholders we engage with.

How to apply

If you meet the above criteria, we welcome your application, including your CV and cover letter outlining why you are the person for this role via email: info@playfair.com.au

Please note. We don't always work to fixed closing dates and may start considering and interviewing candidates as their applications are received, so we encourage you to apply early.

