

# Special Measures Recruitment and Selection Plan Information for Aboriginal Applicants



The Northern Territory Public Sector (NTPS) values diversity, aims to achieve a workforce that is representative of the community we serve, and is committed to improving recruitment, retention and career development opportunities for Australian Aboriginals and Torres Strait Islanders (Aboriginal). To support this commitment NTPS job vacancies may be advertised under special measures recruitment plans giving priority consideration to eligible Aboriginal applicants.

## **Do Aboriginal Applicants need to Provide Proof of Eligibility for Special Measures? - YES**

To be eligible for an NTPS special measures Aboriginal recruitment plan the applicant must:

- a) be Aboriginal as verified by a Certificate of Aboriginality (COA) from a recognised Aboriginal organisation (or other satisfactory proof of Aboriginality as approved by OCPE); and
- b) have previously and consistently, in all aspects of their day-to-day life, been known to be and/or have identified as an Aboriginal, and verify this by Statutory Declaration

Aboriginal applicants who wish to be given priority consideration under NTPS special measures recruitment plans must when submitting their application:

- indicate in the online recruitment system that they are Aboriginal
- attach a copy of their COA along with their other application documents
- download, fully complete and attach to their application a copy of the required statutory declaration of eligibility for an NTPS Aboriginal special measures which can be accessed [here](#)

## **What else is required to apply?**

For all NTPS vacancies, applications are limited to a one-page summary with an attached detailed resume/cv. The summary should briefly summarise why you would be suitable for the vacancy. The resume/cv should set out details of education, qualifications, past work history, level and job duties, achievements, and details of appropriate referees, ideally current supervisors. This information will help the selection panel in determining whether you may meet all of the essential selection criteria at the level suitable for the vacancy and warrant further consideration. For further information on applying for employment with the NTPS [click here](#)

## **What is a Special Measures Recruitment Plan?**

There are currently two types of NTPS special measures Aboriginal recruitment and selection plans:

### 1) Priority Consideration for Aboriginal Applicants

- Vacancy is open to all persons, but eligible Aboriginal applicants will be assessed first, and offered the vacancy if they meet all the essential selection criteria and are suitable at the level of the position.
- Other applicants will only be assessed for selection if there is no suitable Aboriginal special measures applicant who accepts the vacancy.
- Where there is more than one suitable Aboriginal special measures applicant the vacancy will be given to the Aboriginal special measures applicant assessed as most suitable for the vacancy.

2) Designated Aboriginal Positions: Vacancies are reserved only for eligible Aboriginal applicants and no other applicants will be considered. The Aboriginal special measures applicant selected must meet all the essential selection criteria and be suitable at the level of the position. If no Aboriginal applicant meets this standard the job will not be filled.

# STATUTORY DECLARATION OF ELIGIBILITY FOR ABORIGINAL AND TORRES STRAIT ISLANDER (ABORIGINAL) NTPS SPECIAL MEASURES RECRUITMENT AND SELECTION



I, \_\_\_\_\_  
(full name)

of \_\_\_\_\_  
(address)

solemnly and sincerely declare that I meet the following eligibility requirements for Aboriginal special measures recruitment :

1. I am Aboriginal and have, or am in the process of applying for, a Certificate of Aboriginality from a recognised Aboriginal authority

AND

2. I identify as an Aboriginal person

AND

3. I am accepted as Aboriginal by the community in which I live or formerly lived.

This declaration is true and I know it is an offence to make a statutory declaration knowing it is false in a material particular.

Declared at \_\_\_\_\_ the \_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
(Signature of the person making the declaration)

Witnessed by:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*(Signature and contact number or email of the person before whom the declaration is made)

**NOTE: This declaration may be witnessed by any person who is at least 18 (eighteen) years of age.**

**NOTE: This written declaration must comply with Part 4 of the Oaths Affidavits and Declarations Act**

**NOTE: Making a declaration knowing it is false in a material particular is an offence for which you may be fined or imprisoned, or, as an employee of the NTPS, disciplined under the NTPS Code of Conduct.**