

Community Engagement Officer

Location: Taree NSW

Looking for more than just your next job?
Join a team that's helping shape the future of the MidCoast while enjoying the perfect balance of meaningful work and an exceptional lifestyle on the Barrington Coast. Here, your contribution matters - to your community, your team, and your own future.

The Opportunity

Make a meaningful difference in the MidCoast community as a Community Engagement Officer. In this exciting 18-month full-time fixed-term role, you'll plan and deliver engaging communication and consultation activities that help residents understand Council's projects, services and participate in decision making.

Working with teams across Council and community stakeholders, you'll create compelling engagement activities, build positive relationships and support genuine opportunities for people to have their say. This is a great opportunity to use your creativity, communication skills and community focus to help shape better outcomes for the MidCoast.

In this role, you will:

In this role, you'll plan, coordinate and deliver engaging community consultation and engagement activities that support Council's projects, services and decisions. You'll work closely with internal teams and external stakeholders to ensure communication is timely, accurate and relevant.

You'll support the creation of high-quality content for newsletters, social media, websites, publications and other communication channels, while building community understanding and encouraging meaningful participation in Council decision-making. You'll also evaluate engagement activities and contribute to continuous improvement across the team.

What you'll bring

- A qualification and experience in communications, public relations, community engagement or a related field.
- Strong writing, editing and content creation skills, including experience using platforms such as Canva.
- The ability to build positive relationships with community members, stakeholders and internal teams.
- Excellent organisation skills, with the ability to manage multiple projects and meet deadlines.
- A creative, adaptable and collaborative approach, with a genuine commitment to community participation.

What we offer?

We are committed to the growth of our employees and have a range of benefits available to support wellbeing and career development. Click here to find out more.

Looking to relocate? From housing and transport to community connections and personalised support - discover a range of local services designed to make your move to the MidCoast region easier. Learn more here.

Please note that the successful candidate will be required to obtain a Working with Children Check as part of the pre-employment process.

Salary: Commencing salary circa $89,400 p.a. plus superannuation. (dependent on skills and experience)

Location: This position will be based at our Administration Centre in Yalawanyi Ganya at 2 Biripi Way, Taree. You may also be required to be based from other Council sites across the MidCoast Council region.

Tenure: Fixed-Term - Full Time (approximately 18 months)

Closing date: Sunday, 6 December 2026 at 11:00 pm.

For questions relating to the position requirements please contact Marcelle Boyling - Manager Communication, Engagement and Marketing who is the hiring manager for this role. Marcelle can be reached on (02) 7955 7575 or at Marcelle.Boyling@MidCoast.nsw.gov.au

For enquiries regarding the application process contact Margot Broadfoot, Human Resources Officer who is the HR representative for this role. Margot can be reached on (02) 7955 7334 or at Margot.Broadfoot@midcoast.nsw.gov.au

How to apply:

- When responding to the questions below, please include detailed and relevant examples of your skills and experience. Using the STAR method can help you prepare clear and concise responses using real-life examples. For more information regarding the STAR method, please click on this link.
- Please avoid using AI to generate responses to answer the questions in your application.
- You have the option to save your application prior to submitting, however please ensure you don't forget to submit your application before the closing date.
- Click the "NEXT" button at the bottom of the application form to attach your resume. We recommend using Pdf formatting where possible.
- Attaching a Cover Letter is not a requirement of the application process. However, there is an 'optional field' to attach a Cover Letter, if you wish to do so.
- We will be in touch via email.

Our organisation

At MidCoast Council our people are our most important resource and we believe that we can only reach our full potential when you reach yours. This is the place for those who seek to play a role in the community and have an enthusiasm to learn and grow. Here you can make a real difference.

Our community is our customer and is at the centre of everything we do. We value, support and empower our people to deliver positive results for our community.

Right now, we are investing heavily in our organisation, and our people. Our Administration Centre is a state-of-the-art facility designed to inspire innovation, creativity and collaboration. The building has been named 'Yalawanyi Ganya' which means "sitting/meeting place" in the Gathang language of the indigenous people across the MidCoast Region.

About the MidCoast Region

From lakes and estuaries to white sandy beaches to world heritage mountain wilderness, the MidCoast region offers an attractive lifestyle for everyone. Our community is characterised by its welcoming attitude, growing economy and natural beauty. These are the pillars of the quality of life we value.

Our commitment

At MidCoast Council we are committed to providing equal employment opportunities. Our aim is to provide all of our staff with an inclusive, safe and healthy working environment. We never discriminate on the basis of race, religion, national origin, gender identity or expression, sexual orientation, age or marital, veteran or disability status. If you have a disability and need to request any adjustments to assist with the application process, or to discuss workplace adjustments you may require, please contact the HR representative.

Council also recognises the skills and attributes of veterans and welcomes applications from ex-service personnel.

We respectfully ask that recruitment agencies do not contact us at this stage.