



Disability Access Officer

The opportunity

Shape a more inclusive and accessible Wollongong by influencing how services, infrastructure, communications and community engagement are planned and delivered across the organisation.

As our Disability Access Officer, you'll join the Community Impact Team, a small and highly collaborative team to deliver strategic community outcomes. You'll work with colleagues across planning, engineering, community services, communications and asset management, while also engaging with people with disability, carers, community groups, government agencies and sector partners.

A key focus of this role is supporting the implementation of Council's newly endorsed [Disability Inclusion Action Plan \(DIAP\)](#) and helping to embed accessibility and inclusion into everyday decision making. Rather than delivering direct support services, you'll help build capability across the organisation, so accessibility considerations become part of how Council plans, designs and delivers for our community.

This is an opportunity to contribute strategically, influence meaningful change and see the impact of your work across a large and complex organisation that is committed to creating an extraordinary Wollongong.

This is a permanent full time position working 35 hours per week. Flexible work arrangements, including part time hours, may be considered for the successful applicant. Salary from \$107,513 up to \$126,423 per annum, plus superannuation (salary package will be assessed based on skills, experience and qualifications).

Under Part 2, Section 6 of the Child Protection (Working With Children) Act 2012, this position has been designated as requiring a paid Working With Children Check. The role includes travel across the Wollongong Local Government Area for consultation activities, site visits and accessibility assessments.

Interested?

Click on 'Apply' to complete your online application.

You will be prompted through the application to answer the selection criteria as outlined overleaf.

Contact Alison Bradford, Community Development + Engagement Manager, on (02) 4227 7622 for questions related to the job.

For questions related to submitting your application online, our recruitment process or you require adjustments in the recruitment process, please contact the Talent Acquisition Team on (02) 4227 7065.

Applications close 11:59pm, Sunday 13 September 2026.

How you'll make a difference

- Provide specialist advice on disability inclusion, accessibility and universal design across Council projects, services and initiatives.
- Support the implementation, monitoring and reporting of Council's Disability Inclusion Action Plan.
- Review plans, policies, designs and strategies to ensure accessibility and inclusion considerations are embedded from the outset.
- Partner with internal teams, community stakeholders and people with lived experience to influence decisions and improve accessibility outcomes across the organisation.
- Conduct or support accessibility assessments of facilities, services, programs and public spaces.
- Develop resources, guidance and training that build inclusive practice and accessibility capability across the organisation.
- Research emerging legislation, policy and best practice to inform Council's strategic approach to inclusion and accessibility.
- Prepare reports, recommendations and evaluation outcomes that help track progress and drive continuous improvement.
- Represent Council within industry networks, partnerships and community forums that promote accessible and inclusive communities.

About you

You are an experienced disability inclusion, accessibility, community planning or policy professional who enjoys bringing people together to create positive change. You combine strategic thinking with practical implementation and have the confidence to influence stakeholders, navigate complex environments and translate accessibility and inclusion principles into meaningful outcomes.

You'll bring:

- A degree qualification in social policy, disability, urban planning or a related field.
- A Paid NSW Working With Children Check, or the willingness to obtain one.
- Experience delivering, supporting or evaluating projects, policies, programs, plans or strategies that improve accessibility, inclusion or community outcomes.
- Strong knowledge of disability inclusion, accessibility legislation, human rights principles, policy frameworks and universal design practices.
- Experience providing advice that informs planning, service delivery, infrastructure, policy or organisational decision-making.
- Excellent communication and stakeholder engagement skills, with the ability to influence outcomes and build trusted relationships across diverse groups.
- Demonstrated experience collaborating with multidisciplinary teams and working effectively with both technical and non-technical stakeholders.
- Strong analytical, problem-solving and report writing skills.
- A genuine commitment to human rights, equity, inclusion and positive community outcomes.

Most importantly, you embody Wollongong City Council's values of **Respect, Integrity, OneTeam, Sustainability and Courage** in everything you do.



2025 Winner
AHRI Awards:
Best Employee
Experience
Strategy



2025 Highly Commended
NSW Local Government
Excellence Awards:
Organisational Diversity
& Inclusion



Veterans
Employment
Program



Committed
to Core
Inclusion



Selection Criteria

Wollongong City Council uses a merit-based recruitment process.

To support the panel in assessing your suitability, please respond to the criterion in detail. Your responses should clearly demonstrate how you meet each requirement, using specific examples that highlight your relevant skills, experience, knowledge, and attributes.

Please ensure your answers are authentic and reflect your own experiences. Responses generated by AI or copied from generic sources are discouraged, as they do not provide the depth or relevance needed for effective assessment.

We also encourage you to reflect on how your approach and values align with Wollongong City Council's core values: Respect, Integrity, One Team, Sustainability, and Courage.

The more detail you provide, the better equipped the panel will be to understand your capabilities and alignment with the role and our organisation.

1. Outline your Degree qualification in social policy, disability, urban planning or a related field and how it relates to the role.
2. Describe your experience with legislation, policies or frameworks relating to disability inclusion, accessibility, human rights, or universal design principles. Outline your role.
3. Provide an example of how you have engaged with people with disability, carers or community stakeholders to inform planning, decision-making or service improvements. Describe your approach.
4. Provide an example of when you provided strategic advice or recommendations that informed planning, service delivery, infrastructure, policy or organisational decision-making. How did you ensure accessibility and inclusion considerations were addressed?
5. Wollongong City Council values Respect, Integrity, OneTeam, Sustainability and Courage. Tell us about a time you championed equity, inclusion or human rights outcomes in your workplace. What actions did you take and what was the result?



Why you'll love working here

We're values based, and purpose-led

We care about our community and aim to create an extraordinary Wollongong. This is achieved by working toward the goals in the Our Wollongong Our Future Community Strategic Plan 2035. Our work is guided by our values of Courage, Integrity, Respect, Sustainable and One Team.

Make a difference in your community

You'll be part of a team that makes a positive impact through the services they provide, the infrastructure they build and the community they create.

Be your authentic self

Our strength is the diversity of our people. Council is an inclusive workplace where everyone is welcome, valued and belongs.

Grow capability and opportunity

We'll invest in you to develop the next generation of leaders who'll deliver services, projects and infrastructure that can only be found in large complex organisations.

Create local and industry connections

As part of a large and complex Council in a major city, you'll establish networks with a range of Local Government Industry peers, bodies, associations and organisations.

Career growth and recognition

Reward and recognition, corporate learning opportunities, study assistance, and leadership development programs to help you grow and succeed.

True work-life balance

We know you work hard, and we make sure that effort is rewarded with real flexibility. Our hybrid work options, flex-time, and rostered days off mean you can maintain balance with family and enjoying our coastal lifestyle, while delivering great outcomes for community.

Great working conditions

Enjoy a 35-hour work week.

Generous leave provisions

Five weeks of annual leave per year (pro rata) and access to long service leave after just five years.

Health, safety, and wellbeing

We prioritise a safe workplace for everyone, every day, everywhere. Our wellbeing programs support mental, physical and social wellbeing of our people to be at their best and include an Employee Assistance Program, skin and hearing checks and discounted gym memberships.

A vibrant social culture

We have a thriving Social Club hosting a range of fun activities year-round from trivia to happy hour events, themed nights and more. There's a dedicated social space with table tennis, pool table and shared break out areas.



Next steps

How to apply

Click apply and submit your up-to-date resume and answer the selection criteria questions.

Your application will be assessed following the conclusion of the advertising period.

We will keep you informed during the recruitment process to:

- Advise you of your progress through each stage;
- Explain assessments that you need to complete;
- Notify you of the outcome of your application by email or phone, and
- Provide you with feedback on your request.

For assistance in submitting your application, please contact the Talent Acquisition Team on (02) 4227 7065.

More information

- We encourage applications from everyone regardless of gender, age, ethnicity, cultural background, faith, disability or gender identity. People with disability are encouraged to reach out so they can be supported to access adjustments in recruitment processes and in the workplace, to enable them to demonstrate their skills and capabilities to meet the requirements of the job.
- Wollongong Council adheres to the principles of a child safe organisation and is committed to the care and protection of all children and young people in the community.
- Suitable candidates may be placed on an eligibility list for future opportunities in the team, which may include full time, part time, temporary and or casual.
- Suitable candidates are subject to employment screening which includes reference checks, Identity and Medical History Checks, and may also include a Nationally Coordinated Criminal History Check and Working with Children Check. Employment is subject to clearance of all these checks.

