



Regional
Development
Australia

The Welcome Experience Orana

The Welcome Experience Orana Local Welcomer

Expression of Interest

About Regional Development Australia - Orana

Regional Development Australia - Orana (RDA Orana) is a not for profit, community-based organisation that works across the 12 Local Government Areas of the Orana region, covering 25% of NSW. RDA Orana works in partnership with all levels of government, industry and communities to attract, connect and retain a sustainable workforce across the Orana region.

About The Welcome Experience Orana

The Welcome Experience Orana operates across the 12 local government areas of the Orana region through a hub-and-spoke model, supporting essential workers and their families to settle and stay. Support runs across three stages, Prepare, Welcome and Connect, from the decision to move through to feeling part of the community.

About the Role

The Local Welcomer is a casual, place-based role. You provide the local, in person welcome in your own community: meeting essential workers and their families when they arrive, sharing what you know about the town, and helping them connect into local life.

The casual role suits someone who is well connected locally, enjoys meeting new people and is comfortable making the first call. No formal qualifications are required.

Positions Available

Casual Local Welcomer positions are available in eight communities across the Orana region: Warren, Nyngan, Brewarrina, Warrumbungle, Cobar, Coonamble, Gilgandra and Narromine. One position is available in each community.

Hours and Remuneration

This is a casual position of approximately four hours per week and/or when required. The hourly rate is \$56.00, inclusive of the 25 per cent casual loading. Superannuation is payable in addition to this rate. This rate is above the applicable award rate for the classification level of this position. Rates are subject to annual award adjustment.

Occasional additional hours may be required. Any additional hours, any weekend work, and any travel for which reimbursement will be sought must be approved in advance. Local Welcomers are engaged directly by RDA Orana. Casual employment arrangement, subject to ongoing program funding and operational requirements.

Key Responsibilities

Welcome and connect.

- Welcome essential workers and their families, introduce them to local groups, clubs and activities, and share local knowledge that builds confidence and belonging.

Support and inform.

- Help newcomers navigate local services such as schools, childcare and recreation, identify useful local businesses and resources, provide welcome material, and assist with welcome events and occasional networking on behalf of RDA Orana.

Report and collaborate.

- Work with the Administration Officer as your day-to-day contact, share local insights, record approved hours and activities, and maintain confidentiality in line with RDA Orana procedures.

About You

Key Attributes

- Friendly, approachable and community minded
- Reliable, organised and proactive
- Empathetic, culturally aware and genuinely interested in helping people settle

Skills and Experience

- Strong communication and interpersonal skills
- Good knowledge of the local community and region
- Able to work independently with support from the RDA Orana team
- Volunteering, community involvement or community facing work (desirable)

Highly Valued

- Experience relocating to a regional area, or supporting others through relocation
- Active involvement in local community groups, sporting clubs or networks
- Understanding of rural and regional life across the diverse communities of Orana

Working Requirements

- Current NSW driver licence
- Access to a reliable vehicle
- Flexibility to occasionally attend evening or weekend activities, subject to prior approval

Contract Term

Casual employment arrangement, subject to ongoing program funding and operational requirements.

How to Apply

To be considered for a Local Welcomer position, send us a short expression of interest. It does not need to be a formal application. Tell us:

- which community you live in
- a little about yourself and your connections in that community
- why the role interests you

Attach a resume if you have one. If you do not, that is not a barrier.

Email: welcome@rdaorana.org.au **Phone:** 0419 436 360, Alana Copelin, The Welcome Experience Orana Coordinator, for more information.

Expressions of interest are reviewed as they are received.