

KARINA LEE GRAY

11 June 1981

PO Box 1476, Nightcliff, NT 0814

Ph: 0402 303 867 * karina@starwin.com.au

CURRENT POSITION

Director, Starwin Management Pty Ltd, established May 2010

PROFESSIONAL EXPERIENCE

2010 - 2011

Policy Officer (part-time), Office of Youth Affairs

Football Administration Officer, Saint Marys Football, Sporting and Social Club (commenced 2008)

Producer / Presenter, ABC Local Radio - Territory Grandstand / Sport Talk, commenced June 2009

Tutor, Curtin University - for Indigenous Community Management students, commenced June 2009

2009

Policy Officer, Policy and Systems Support Section, Department of Health & Families, NT Government

6 month contract - AO7

- ⊕ Policy development for Non-Government Services Support
- ⊕ Community mapping and environmental scanning

2008

* April / May / June 2008 - Travelled overseas

Tutor, Darwin High School

- ⊕ Assist 'at risk' students to complete school work
- ⊕ Support staff on outdoor recreation camps

Tiwi Islands Community Services Unit

- ⊕ 6 week contract to Manage day to day operations of youth centre and programs, including supervision of 10 full-time staff and 30 CDEP participants on a daily basis
- ⊕ 6 week contract to assist Sport & Recreation service with supervision of staff, facilities & programs, including organisation of Australia Day celebrations (Island Origins & Awards)

2006 - 2008

Special Projects Officer, Tirkandi Inaburra Cultural & Development Centre

6 month contract

- ⊕ Creation of a database solution for participant information and community services directory
- ⊕ Environmental scanning of the catchment area
- ⊕ Development of the 'Dream On' mentoring program for graduates

Assistant Manager, Sport Industry Section, Department of Communication, Information Technology & the Arts

Permanent APS EL1

- ⊕ Briefings for Executive and Minister on sports issues
- ⊕ Contract management of sports facilities grants
- ⊕ Representation of DCITA at relevant conferences, forums and events

Solution Broker, Geraldton Indigenous Coordination Centre, Department of Workplace and Employment Relations

Acting EL1 - 10 weeks

- ⊕ Contract management and monitoring (site visits) for 5 CDEP organisations
- ⊕ Supervision of staff, team of 5
- ⊕ Economic and business development in the Midwest / Gascoyne region
- ⊕ Brokering of partnerships with other government and community organisations

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2004-2006

Program Manager, Indigenous Enterprise and Youth Employment Team, Department of Workplace and Employment Relations - Indigenous Employment Programs Branch

Permanent APSL6 / Acting EL1 – 5 weeks experience

- ⊕ Project management for Indigenous Self Employment Program Trial and Indigenous Youth Employment Consultant (IYEC) Program
- ⊕ Design and implementation of program tools; online toolkit, guidelines, Induction workshops and events
- ⊕ Contracting services and managing consultants for evaluation of programs and facilitation of forums
- ⊕ Preparation of written communication including briefs, ministerials, public relations material and reports
- ⊕ Ongoing technical and program support for State Office staff and IYECs
- ⊕ Supervision of staff including a DEWR Graduate and APS L5 officer

* Secretary's Award for achievements in program implementation

School Welfare Officer, Midwest Department of Education and Training

- ⊕ Working with students and families to improve retention and participation at Midwest Schools
- ⊕ Upkeep of case notes and reports on student progress
- ⊕ Liaison with agencies to develop case management strategies

Administration Officer, Central West Mental Health Service

- ⊕ Provide administration services for Midwest Mental Health Service

Supervisor, Wirramanu Youth Centre

- ⊕ Supervision of young people and youth activities

2002 - 2004

Midwest Local Learning Employment Partnership Manager, WA Department of Education and Training

- ⊕ All aspects of Management of pilot program to improve education, employment and training outcomes for 15 – 19 year olds in the Midwest Region
- ⊕ Allocation of funding of \$150 000 to community initiatives, including Yamaji Region Cultural and Careers Expo, Midwest Career Mentoring Program, Youth Week Activities, Midwest Football Academy, Gascoyne Open Learning Centre
- ⊕ Executive support to the Management Committee
- ⊕ Reporting for State Government Contract Provider
- ⊕ Developing partnerships and providing strategic planning support for youth organizations
- ⊕ Management of consultant to undertake and Environmental Scan of Education, Employment and Training for young people in region

Aboriginal Tutoring Assistance Scheme Tutor, Kurungkurl Katijin University - Geraldton Campus

- ⊕ Providing Tutoring Service for an Indigenous university student

Family and Youth Support Service Manager, Geraldton Regional Community Education Centre

- ⊕ Development, implementation and evaluation of programs for young people “at risk” and their families
- ⊕ Staff recruitment and supervision (Indigenous Youth Work Trainee)
- ⊕ Oversight budget and successfully applied for funding for projects
- ⊕ Coordination of the Geraldton/Greenough Youth Advisory Council (YAC) and related projects including 2002 National Youth Week Activities in Geraldton

Youth Development Officer, Geraldton Regional Community Education Centre

- ⊕ Coordinator of Geraldton/Greenough YAC Executive Officer of Midwest Youth Coordinating Network

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1999 - 2001

Support Worker, Wonthella House Women's Refuge

- ⊕ Provision of crisis accommodation and case management / support for women and children as victims of domestic and family violence
- ⊕ Completion of case notes
- ⊕ Liaison with client support agencies
- ⊕ Successfully applied for grant to upgrade IT facilities

Youth Worker, City of Canning

- ⊕ Staff role at Lynwood and Bentley Drop-in centres
- ⊕ Provision of recreational activities and interaction with clients

HYPE Worker, City of Gosnells

- ⊕ Outreach work with street present young people
- ⊕ Conduct program in partnership with shop owners/security/police
- ⊕ Participate and contribute to reporting meetings

Youth Officer, City of Gosnells

- ⊕ Staff role at Kenwick Youth Centre, camps, and school holiday programs.
- ⊕ Development, implementation and evaluation of youth activities and workshops.
- ⊕ Liaison with the community and other youth organisations

Customer Service, Kartworld Belmont

- ⊕ Ticket office and Café sales
- ⊕ Administration and database upkeep

Swimming Instructor, Royal Life Saving Society

- ⊕ VACSWIM Program Instructor at Canning Aquatic Centre.

1996 - 2000

Customer Service, Chicken Treat / Fresh Express

- ⊕ Food and beverage preparation and sales.
- ⊕ Customer service

* Awarded Best All-round Employee 1998 for Maddington store.

CONFERENCE DELEGATIONS

- ⊕ Intellectual Property Conference 2007
- ⊕ Brightest Young Minds (BYM 2007) – Australian Summit 2007
- ⊕ Indigenous Youth Employment Consultants Conference 2006
- ⊕ Job Network Practitioners National Conference 2006
- ⊕ Foundation for Young Australians 'The Gig' 2006
- ⊕ Creating Commonwealth Youth Enterprise Development Forum 2003
- ⊕ Local Learning Employment Network Practitioners Conference 2003
- ⊕ YACWA Youth Affairs Conference 2000 & 2003
- ⊕ Safer WA Conference 2002
- ⊕ North West Youth Advisory Council Coordinators Conference 2002
- ⊕ Youth Advisory Council (YAC) Attack Conference 1998 & 1999

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EDUCATION, TRAINING & QUALIFICATIONS

- ✦ **Charles Darwin University** 2004 – 2009
Associate Degree in Legal Studies
- ✦ **Charles Sturt University** 2007
Graduate Certificate in Entrepreneurship (Distinction average)
- ✦ **Edith Cowan University** 1999 – 2001
Bachelor of Social Science: Major in Youth Work, Minor in Justice Studies (Distinction average)
- ✦ **Australian Football League** 2007
Level 1 – Coaching Certificate
- ✦ **Australian Institute of Company Directors** completed April 2006
Directors Essentials Course - Awarded ACT Women's Department Scholarship
- ✦ **DEWR Working with Indigenous People Workshop & Supervision Skills Workshop** 2006
- ✦ **Peer Skills Program WA, Program Facilitator Training** 2004
- ✦ **Family Planning WA, Promoting Adolescent Sexual Health (PASH) Program Facilitator** 2002
- ✦ **Community Services Training Company** 2002
Governance and Roles and Responsibilities of Committees
- ✦ **Austswim Accreditation** 2000 – 2003
Certificate of Swimming Instruction and Water Safety.
- ✦ **Gosnells Senior High School** 1994 – 1998
Completed TEE Studies (TER Rank 93)
Principal's Award for Outstanding Achievement.. Top Student: History, Health Studies and R/Up English.
- ✦ **Westfield Park Primary School** 1987 - 1993
School Dux; Head Girl Student Council; Faction Captain

AWARDS

- ✦ **Who's Who of Australian Women** 2007 & 2008
Biography feature in Publication
 - ✦ **Leeuwin Youth Sailing Ship "Living in Harmony Sail Scholarship"** September 2004
 - ✦ **International Library of Poetry**
Publication in anthologies 1997, 1999 & 2000.
Editor's choice award 1997.
 - ✦ **Rotary Youth Leadership Awards Camp Participant** 1999
 - ✦ **Curriculum Council of WA** 1998
Certificate of Excellence
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MEMBERSHIP / COMMUNITY INVOLVEMENT

- ⊕ **Nightcliff Tigers Women's AFL Team – captain** 2010 – present
- ⊕ **Tiwi Bombers AFL - Water Runner** 2008 – present
- ⊕ **NT Thunder U16s – Team Manager** 2009
- ⊕ **Waratah Warriors AFL Club – Women's player** 2008/09
- ⊕ **ACT Women's AFL League Representative Side** 2007
Womens National AFL Championships, held in Canberra
- ⊕ **Eastlake Junior AFL Club (Canberra)** 2007
Assistant Coach U/14s – 2007 Premiers
- ⊕ **Australian National University AFL Club** 2005-2007
Player and committee member
- ⊕ **Golden Key National Honor Society** Since 2002
Lifetime member for outstanding scholastic achievement
- ⊕ **Foundation for Young Australians**
DIRECTOR – FYA Board of Director's 2005-2008
Member Partnership Grants Committee 2006-2008
- ⊕ **Canberra Women's Tennis ATP Classic 2005** 2005
Spectator Services Volunteer
- ⊕ **Fusion Australia Schools In Harmony** April 2004
Volunteer Leader, Pilgrimage to Uluru
- ⊕ **Ministerial Council for Child Protection** 2003/2004
WA Youth Representative
- ⊕ **Youth Affairs Council of WA** 2004
Youth Sector Policy Advisory Group
- ⊕ **S.T.A.Y (Short Term Accommodation for Youth)** 2002 – 2004
Member of Council of Management, Acting Chair in 2003
- ⊕ **Safer WA State Council** 2002-2004
State Youth Representative
- ⊕ **Safer WA Geraldton Regional Committee** 2002 – 2004
- ⊕ **Elton Consulting Youth & Citizenship Research Project Reference Group** 2000
- ⊕ **Midwest Department of Community Development** April 2002
Volunteer leader for Adventure Therapy Camp for "Kids in Care"

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- ⊕ **Young Vinnies Program** 2001 – 2002
Coordination of weekly recreation programs for young detainees at Banksia Hill.
Student Placement, Semester 2, 2001
Teen camp Leader, September 2001
Development and production of “Young Vinnies Cookbook”
- ⊕ **WA Office of Youth Affairs / OCYPP** 2000-2002
Article published for YAC CHAT, September 2002
Judging panel member for the Minister of Youth’s Positive Image Award 2000
Sitting member of the Grants Approval committee, August 2000.
- ⊕ **Family and Children’s Advisory Council** 2000
WA Youth Representative
- ⊕ **Kiss My WAMI** September 2000
City of Gosnells Project Coordinator
- ⊕ **City of Gosnells Pioneer Park Community Consultation** 2000
Surveyed 50 young people for input into the Revitalisation project.
- ⊕ **Gosnells Youth Advisory Council** 1998 – 2001
Founding member of committee to establish Kenwick Youth Centre
Coordination of research project “Finding Solutions to Member Recruitment”
- ⊕ **City of Gosnells Sustainable Development Committee** 1999

CLEARANCES AND LICENCES

- ⊕ **Australian Police Clearance**, 2007.
- ⊕ **NT Drivers License, Light Rigid** (original Drivers License obtained June 1998)

REFEREES

- ⊕ Charlie King
ABC Sports Program Maker
Ph: 0417419219
 - ⊕ Nicole Thomas
Manager Research and Evaluation, Dpt of Children and Families
Ph: 0409832202
 - ⊕ Lisa Williams
Personal Referee
Ph: 0439567245
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