



## Work Placement Position

### Albury Northside Chamber of Commerce

[Albury Northside Chamber of Commerce](#) (ANCC) is a local private not-for-profit organisation made up of a team of 4 staff, 8 Board members (all from local businesses), and most importantly over 430 member businesses.

Through our membership packages we support businesses of any size in 4 important ways; **Connect, Inform, Support & Represent**. We also offer memberships to students & individuals. Chamber is a way to build networks in the business community, learn, raise your profile, know what's happening in local business, and do business.

We provide regular quality networking opportunities, professional development opportunities, informational events, industry specific working groups, and much more. We also provide FREE valuable business advice & support through our alliance partnership with [NSW Business Chamber](#). At ANCC we're big on inspiring & promoting leadership within the local community. You can begin your journey of leadership with Chamber by being involved in an industry specific working group, becoming a committee member of one of our cross-border (ANCC & Wodonga Chamber) initiatives – [Young Business Edge](#) or [Women in Chamber](#), and on to being a Board member of ANCC.

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Subject:	<b>Session 1 (30):</b> BUS220 and BUS370 <b>Session 2 (60):</b> BUS110 and BUS370 <b>Session 3 (90):</b> BUS110 and BUS220
Specialisation:	All general aspects of business
Location:	Albury
Availability:	2 positions available each session

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Typical placement activity could include the following areas:

- Accompany ANCC staff at meetings in relation to economic development, membership, and events.
  - Assist with maintaining a customer database
  - Assist with streamlining ANCC systems including accounting systems (mentoring provided)
  - Research assistance (mentoring provided)
  - Event assistance
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#### Further Info

#### How to apply

Contact Carrick Gill-Vallance (Business Development Manager), on 02 6023 0100, or email a copy of your resume, academic transcript and covering letter to: [carrick@alburynorthside.com.au](mailto:carrick@alburynorthside.com.au)  
Complete [Form F: Authority to Disclose Information](#), and email [FOJBS-WPL@csu.edu.au](mailto:FOJBS-WPL@csu.edu.au)

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#### Closing Date

Ongoing until positions filled

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