



### Ngadju Ranger Coordinator

The Ngadju people endorsed the Ngadju Conservation Aboriginal Corporation (NCAC) to manage the environment and care for country in the Ngadju Native Title determination area. NCAC has implemented a Ranger program to engage Indigenous people in the environmental and cultural management of Ngadju country. NCAC is seeking a Ranger Coordinator to manage male and female Ngadju Rangers and the Ranger team on country activities. The position is located in Norseman.

Position Title: **Ngadju Ranger Coordinator**

Location: Norseman

Term: One year with opportunity for renewal

Salary: \$80,000 per annum pro rata, plus 9.5% super, subsidised rental, and phone allowance.

Commencement: July 2019

Annual Leave: 5 weeks per year

#### Key Responsibilities

- Development and implementation of annual work plans that demonstrates tangible year to year improvements on priority work goals
- Productive and efficient administration and management of a professional Ranger team on a week to week basis
- Meaningful consultation and engagement with Ngadju and other Traditional Owners in Ranger activities
- Coordination of Ranger formal training in Conservation and Land Management and other certification and related practical outcomes through field work
- Ensure the presence of the Ngadju Rangers within the Ngadju Country through regular field trips
- Build productive project partnerships, with community, government agencies, and other organisations
- Provide mentoring, supervision, support and inspiration in the development of a cohesive Ngadju Ranger team
- Work with the IPA Coordinator, the CEO and the NCAC Directors to promote 'on country' values to the Ngadju and the Norseman community
- Supervise workplace health and safety procedures and comply with the Occupational Health and Safety Act 1984 and certification standards, and continuously work to improve OH&S Ngadju Ranger procedures
- Scope and provide quotes for fee for service opportunities in order to create ongoing employment opportunities for the Ranger program.
- Communicate and report on program outcomes, and ensure all reporting requirements of funding contracts are met
- Oversee Ngadju Rangers use of the NCAC database and related apps and ensure that field data is recorded
- Maintain vehicles and equipment

#### Essential criteria

- Experience and/or qualification(s) in Natural Resource Management, Community Development, Agriculture, Anthropology or other related field

- Demonstrated experience and confidence in working with Indigenous communities, managing small teams and coordinating on-ground natural and cultural resource management projects
- Demonstrated understanding and knowledge of Indigenous social and cultural challenges and willingness to commit to community empowerment, training and development
- Experience in working independently with minimal supervision and demonstrated capacity to remain focused, positive and organised in a challenging work environment
- Demonstrated experience in work planning and ability to meet deadlines
- Good communication, negotiation and community consultation skills including ability to work as a member of a team
- Literacy with computer programs including Word, Excel, and PowerPoint, Outlook and proven experience coordinating a database
- Experience with on country use of technology for monitoring and reporting
- Demonstrated skills in efficient administration and willingness to complete administrative tasks as required
- Current Class C Driver's Licence and experience operating 4WD vehicles
- Working with Children Check (WCC) or ability to obtain one.

#### **Desirable**

- Technical or trade skills relevant to the ranger program (i.e. construction, fire and weed management, GIS, cultural mapping, plant and animal identification, small engine maintenance)
- Firearms Licence or ability to obtain one

To apply for this position please send a covering letter answering the selection criteria to [admin@ngadjuconservation.org](mailto:admin@ngadjuconservation.org) by the 30<sup>th</sup> April 2019.

Aboriginal and Torres Strait Islander people are encouraged to apply for this position.