

Position Profile

Designation:	Feral Animal Control / Land Management Officer
Reporting to:	Sanctuary Manager – Paruna
Supervises:	Periodically, contractors, volunteers and casual staff.
Based:	Paruna Wildlife Sanctuary, Gidgegannup WA

About AWC

AWC is a pragmatic global conservation leader, restoring landscapes and securing the future of Australia's most endangered wildlife through science-led, measurable impact at scale. Inspired by the richness of Australia's biodiversity, we are united by a shared commitment to protect its unique animals and habitats.

Delivering this mission depends on OneAWC: a cohesive, engaged and high-performing organisation guided by strong leadership and shared values. Every role at AWC contributes to our mission to effectively conserve all Australian wildlife and their habitats, and to our vision for a world where Australia's biodiversity is valued and effectively conserved by an engaged community. Together, we work collaboratively towards shared conservation, safety and organisational outcomes.

AWC Values

All roles at AWC are expected to demonstrate the following values:

- **Accountable** – taking ownership of our actions and outcomes
- **Informed** – working together to acquire and apply evidence, knowledge and experience
- **Respectful** – demonstrating care, recognition and integrity
- **Dedicated** – committed to delivering effective outcomes, with resilience and tenacity
- **Innovative** – applying creative thinking for effective solutions
- **Sustainable** – delivering long-term financial and ecological viability.

Role Purpose

AWC's Southwest Region comprises 4 Wildlife Sanctuaries – Karakamia, Paruna, Faure Island, Mt Gibson. These sanctuaries are home to AWC's mammal reintroduction project including species such as Woylies (Brush tailed Bettongs), Banded-Hare Wallabies and Western Barred Bandicoots.

The Southwest region currently includes 16 full-time roles including permanent and fixed-term staff, as well as casual staff, interns, and a range of research students and volunteers.

Operations and Science staff work together in an effective and meaningful integrated manner to design, implement and measure the effectiveness of land management strategies.

In order to achieve success, you will need to manage resources efficiently and in accordance with an approved budget and operations plan, informed by developed strategies. The level of on-ground

activity (feral animal control, weed control, fire management) is measured and reported on a regular basis.

Engagement with key stakeholders, visitors and AWC supporters, including through Supporter Events and contributing to AWC's communications program are also important functions of this role. In this respect, you need to be a strong advocate for AWC's conservation model and achievements.

Other key positions

- Southwest Regional Operations Manager, based at Karakamia
- Southwest Administration & Operations Support Officer, based at Karakamia
- Paruna Wildlife Ecologist
- Mt Gibson Sanctuary Manager, Land Management Officer, and Feral Animal Control Officer, based at Mt Gibson
- Southwest Regional Ecologist based at Karakamia
- Mt Gibson Wildlife Ecologist who supervises three Field Ecologists and ecology intern based at Mt Gibson
- The position also works closely with AWC's National Operations and National Science teams, and the Philanthropy and Communications team particularly in the planning and delivery of Supporter Events, visitation and other promotional activities.

Primary responsibilities

The primary responsibilities are to:

- Oversee and undertake the implementation of priority land management programs in accordance with developed strategies. In many cases, these programs will include a collaborative approach with neighbours in order to develop regional land management programs. These programs include:
 - Feral animal control
 - Weed control
 - Fire management
- Visitor engagement that may include both public and AWC-organised visitation such as visitor walks and support events.
- Undertake HSE planning, management and reporting in accordance with AWC's Safety Management Plan.
- Implement infrastructure asset repairs and maintenance in accordance with the Annual Workplan and approved maintenance and capital budgets.
- Supervise casual staff, contractors, visitors and volunteers.
- Ensure effective and meaningful integration between AWC's Operations and Science teams.

Critical Competencies:

1. Demonstrated knowledge and practical skills in hands-on practical implementation of land management programs for conservation outcomes including feral control, fire management and weed control programs.
2. Demonstrated practical skills in relation to the management of assets and infrastructure including:

- a. Implementation of infrastructure projects such as fencing and building.
- b. Implementation of an asset maintenance program.
- c. Ability to use a wide range of plant (e.g. tractors, 4WD's, generators, chainsaws etc.) and equipment, including performing routine repairs, including mechanical, and maintenance.
3. Self-starter capable of working alone or equally able to lead and work as part of a team with demonstrated supervisory experience.
4. Exceptional demonstrated planning and organisational skills, including the ability to co-ordinate, prioritise and execute a large number of tasks in an efficient manner.
5. Excellent demonstrated communication and interpersonal skills including the ability to establish and maintain relationships with a diverse range of stakeholders.
6. A demonstrated ability to manage financial and human resources, at the level relevant to this position including:
 - a. Operating within an agreed budget and operational plan for the sanctuary.
 - b. Coding and tracking expenditure and preparing written operational reports.
 - c. Managing operational task requirements.
7. Competence in using standard business software packages including Word, Excel, Teams, Microsoft Office and 365, is essential. Ability to use GIS programs such as ArcGIS.
8. Previous experience of, and ability to work in remote areas and a willingness to spend extended periods in the field.
9. The ability to improvise and problem-solve, developing practical solutions with limited resources.
10. Experience and interest in nature conservation.

Experience/Qualifications:

1. Relevant trade/ TAFE and/or Conservation focused Diploma / Degree qualifications (desirable).
2. Practical and demonstrated experience in delivering 'on ground' pest animal and weed control activities.

Licenses & Certificates:

1. A *valid* manual driver's licence with 4WD experience in arid/difficult conditions is essential.
2. Experience operating agricultural machinery such as trucks and tractors and relevant licenses (highly desirable).
3. Firearms experience and licence.
4. Senior first aid certificate (remote certification – highly desirable).
5. Chainsaw use certificates of training and experience (desirable).
6. Bushfire control training and experience (desirable).
7. Nationally Coordinated Criminal History Check, or willingness to obtain.

Inherent requirements of the role:

The execution of tasks associated with the position involves extensive fieldwork in a rural and semi-remote location and can occasionally be away from an established field base. The working environment is predominantly outdoors and often in the extremes of weather – hot/cold and wet or dry, especially when conducting fire and feral control operations. The position is physically demanding, requiring heavy muscular activity including lifting and carrying, pushing and pulling loads, bending, climbing and driving a variety of vehicles. The successful applicant must be mentally and physically capable of performing these activities in order to carry out the inherent role responsibilities.

Responsibilities:

1. Implement a Feral Animal Control Program at Paruna
Key activities and responsibilities: • Under the direction of the Paruna Sanctuary Manager, implement feral animal control programs for: ○ Feral Cats ○ Foxes ○ Goats ○ Pigs ○ Rabbits & other species as directed. • The position will also require the implementation of a feral animal control program in unfenced areas, including buffer zones. • Conduct feral control programs in accordance with AWC animal handling guidelines, and relevant codes of practice for the humane treatment of pest animals. • Maintain knowledge of developments in feral animal control strategies and techniques. • Where relevant to AWC operations, and when approved, liaise with neighbours in relation to the implementation of regional, coordinated feral animal control programs.
2. Implement a feral animal monitoring program for Paruna Wildlife Sanctuary
Key activities and responsibilities: • With the Sanctuary Manager, and with guidance from the SW Regional Operations Manager, implement a feral animal monitoring program. • Make recommendations to the Sanctuary Manager based on the information obtained from monitoring programs and adjust control programs accordingly.
3. Establish, maintain and repair sanctuary assets and infrastructure
Key activities and responsibilities: • As required by the Sanctuary Manager, assist with the maintenance, servicing and repairs of assets and infrastructure on the sanctuary (e.g. vehicles, fences, buildings, plant and equipment). • As required by the Sanctuary Manager, assist in the establishment or construction of new infrastructure (e.g. buildings, fence construction, etc.).
4. Assist in the development and implementation of other land management strategies on AWC sanctuaries
Key activities and responsibilities: • As directed by the Sanctuary Manager and the Regional Operations Manager, assist in the implementation of other land management strategies / work plans at Paruna and other AWC sanctuaries. For example: ○ Assist in the implementation of fire management programs ○ Assist in the eradication and control of weeds ○ Provide logistical support for AWC ecologists and visiting research scientists ○ Ensuring assets and infrastructure is maintained, including the insurance asset list, per the approved AWC procedure. ○ Undertake maintenance of assets and infrastructure per the approved maintenance schedule, to: • Buildings and associated services such as waste management;

• Roads, walk trails, firebreaks etc.; • Fence maintenance, and where relevant, redundant infrastructure removal; and • Ground maintenance. ○ Record all maintenance activity per approved AWC procedures, including recording the use and replacement of assets such as fuel, equipment and maintenance supplies. ○ Implement other conservation projects as required
5. Administration and reporting
Key activities and responsibilities: • Maintain accurate records in relation to: ○ Implementation of feral animal control programs ○ Implementation of monitoring programs ○ Provide data from the control programs for the AWC activity metrics • Ensure that all expenditure is in accordance with AWC policies and procedures • Ensure all required financial records and paperwork are retained and submitted to the Sanctuary Manager • Maintain other records and diaries relating to the discharge of your duties as required by the Sanctuary Manager • Ensure that the collection, recording and banking of all revenue is in accordance with AWC policies and procedures.
6. Supervision of staff and contractors
Key activities and responsibilities: • As required, co-ordinate, engage and supervise: ○ Other staff ○ Contractors ○ Volunteers • Ensure that you undertake a safety induction, and that you provide the same to any staff, volunteers or contractors for which you have management/supervisory responsibility. Provide appropriate safety induction (i.e. Conditions of Entry) to Paruna visitors. • Ensure all relevant policies are complied with in relation to visitors, volunteers and contractors including (but not limited to) safety. • Notify the Paruna Sanctuary Manager immediately of all incidents, accidents or near misses and ensure necessary reports are filled out and submitted per the approved AWC policies and procedures within the designated timeframes.
7. Assist in the implementation of a volunteer program
Key activities and responsibilities: • Assist in the management and supervision of volunteers.
8. Assist in AWC's communication, education, and fundraising programs
Key activities and responsibilities: • When requested, provide information relating to the feral control programs for use in the AWC communication strategy. • Establish and maintain effective relationships with visitors, supporters, neighbours, and government bodies as relevant to the role.

• As required, assist in the implementation of supporter events and other fundraising and visitor programs (this may include presenting information and hosting supporters). • Implement and comply with all AWC risk management requirements and take all reasonable measures to ensure the health and safety of staff and sanctuary visitors and yourself.
9. Ensure appropriate management of risks in relation to the health and safety of staff, contractors, volunteers and visitors Key activities and responsibilities: • In accordance with the requirements of the Sanctuary Manager, participate in the development of a risk assessment and risk management plan for operations at Paruna. The risk assessment and management plan must aim to protect the health and safety of staff, contractors, volunteers, students and visitors. • Participate in the development of a Project Risk Assessment for the feral control and land management projects and submit for approval to the Sanctuary Manager. • Implement and comply with the provisions of the approved risk management plan and AWC HS&E policies and procedures, including Safe Work Practices for AWC Ecologists (where relevant to operational activities). • In particular: • Ensure the use of firearms, poisons, chemicals and equipment relating to feral animal control are consistent with Australian safety standards. • Ensure that you, and any other staff, students, volunteers or contractors (for which you have supervisory responsibility) have adequate training before they use plant, equipment, tools and/or vehicles and that a safety induction is undertaken. • Ensure incident and near miss reports are filled out and submitted as per approved AWC policies and procedures, in a timely manner.
10. Other tasks Key activities and responsibilities: • On request, undertake and support other specified tasks at other AWC sanctuaries. • Comply with AWC policies and procedures. • Champion AWC values and OneAWC approach.