

Annexure 1 – Position Profile

Designation:	Indigenous Ranger Coordinator (Men’s Team)
Reporting to:	Operations Manager - Ngalurrtju
Ultimately reporting to:	Chief Operations Officer
Supervises:	Indigenous Rangers and periodically as required, other employees (permanent and casual), contractors, volunteers, students and visitors.
Based in:	Alice Springs, NT.

Organisational context:

Australian Wildlife Conservancy (AWC) is the largest private (non-profit) owner of land for conservation in Australia. We deliver effective conservation on AWC wildlife sanctuaries and properties managed in partnership or under contract with other organisations (currently 6.6 M ha), and we influence conservation outcomes over a broader area through other partnership arrangements (currently 6.1 M ha of pastoral land). With a focus on practical land management, informed by world-class science, AWC is implementing a dynamic new model for conservation.

AWC’s mission - *the effective conservation of native animal species and their habitats* - is achieved by:

- **Science** - delivering a nationally coherent program of ecological surveys with a focus on monitoring key conservation assets and threats, conducting applied research relevant to wildlife conservation, implementing conservation programs including reintroductions, and providing advice to management.
- **Operations** - delivering effective large-scale land management including fire management, feral animal control, weed control and infrastructure management.
- **Fundraising** - mobilising finance (primarily, tax deductible donations) from the general public and philanthropists including through effective communication of AWC conservation programs.

Opportunity:

AWC has partnered with Traditional Owners of the Ngalurrtju Aboriginal Land Trust, Northern Territory (formerly Mt Wedge Station) north-west of Alice Springs. The partnership project aims to deliver effective conservation across the vast 323,128 ha Ngalurrtju Aboriginal Land Trust, by applying AWC’s approach to conservation alongside strong engagement with Traditional Owners in planning and through direct employment of Indigenous Rangers to deliver the conservation program.

An established Steering Committee of Anmatyerr, Warlpiri and Luritja Traditional Owners guides management activities and endorses the program to ensure they align with the partnership’s mission of ‘working two-ways to protect country and culture’.

The Indigenous Ranger Coordinator is an exciting new position within the team that will assist in establishing a small team of Rangers to be employed on a casual basis to undertake works achieve the objectives of the Ngalurrtju Conservation Science and Land Management Program. The Indigenous Ranger Coordinator will work closely with the Ngalurrtju Operations Manager to develop and implement a works program for the Men’s Ranger team. The Indigenous Ranger Coordinator will

provide day-to-day planning and coordination of the Ranger Team and actively support the growth and development of an engaged, skilled and empowered Men's Ranger Team.

To succeed in this role, you will need to be passionate about the effective conservation of Australian biodiversity and committed to mentoring and training Ngalurr tj u Traditional Owners, specifically Men, to be meaningfully engaged in protecting their country and culture.

Key relationships will include:

- Ngalurr tj u Reference Group (Traditional Owner Representatives)
- Ngalurr tj u Operations and Science team
- Central Land Council
- AWC Indigenous Rangers

Critical Competencies:

1. **Cultural awareness:** knowledge of and interest in Australian First Nations culture and a strong willingness to work in a cross-cultural workplace.
2. **A passion for conservation:** knowledge of and strong interest in Australian ecology and conservation issues, particularly in relation to the arid and semi-arid regions.
3. **Working with people:** willingness and ability to lead a small team and work independently without supervision.
4. **Getting things done:** demonstrated planning and organisational skills, including an ability to prioritise and execute multiple tasks in an efficient manner.
5. **Practical skills:** ability to perform a wide range of practical tasks (e.g. building construction, fencing, engine maintenance, machinery operation) and routine repairs and maintenance; ability to operate a 4WD vehicle safely in difficult conditions.
6. **Resourcefulness:** ability to improvise and problem-solve, developing practical solutions with limited resources.
7. **Land management:** knowledge and experience in practical land management programs: fire management, weed control, feral animal control and threatened species management.
8. **Living in the bush:** previous experience and ability to work and live in a rural or remote area; ability to supervise teams in geographically diverse locations.
9. **Information Technology:** basic computer skills including Word, Excel, Web browser and Email.
10. **Willingness to travel.**

Qualifications and Experience:

1. Formal qualifications in a relevant discipline (e.g. ecology, conservation land management or community development) would be an advantage, however, is less important than cultural awareness and experience working with remote First Nations communities and a good track record of delivering 'on-ground' results.

Licenses & Certificates:

1. Valid manual driver's license (4WD experience essential)
2. Senior first aid certificate (remote certification – highly desirable).

Inherent requirements of the role:

The execution of tasks associated with the position will involve fieldwork in remote locations, sometimes away from an established field base, and often in isolated locations. The working environment will at times be outdoors and often in the extremes of weather – hot and wet and/or dry, especially when conducting land management operations. The position can be physically demanding and may require walking and climbing over rough terrain, heavy muscular activity including lifting, carrying, pushing and pulling loads, bending, climbing and driving a variety of vehicles. The successful applicant must be physically capable of performing these activities in the locations required to carry out the inherent role responsibilities.

Responsibilities:

1. Supervise Indigenous Ranger Group
Key activities and responsibilities: <ul style="list-style-type: none">• Support the Operations Manager, Senior Land management Officer and Wildlife Ecologist in the implementation of work programs for the Ngalurr tj u Men's Indigenous Ranger team, in accordance with the approved Ngalurr tj u Conservation Science and Land Management Program.• Provide day-to-day planning and coordination, and actively support the growth and development of an engaged, skilled and empowered Men's ranger team, ensuring:<ul style="list-style-type: none">▪ cultural safety is maintained;▪ WHS procedures are followed; and▪ operational objectives are achieved.
2. Develop and/or review operational plans and processes
Key activities and responsibilities: <ul style="list-style-type: none">• Support the Operations Manager to monitor and review:<ul style="list-style-type: none">• Work programs for the Ngalurr tj u Men's Indigenous Ranger team, which align with the Ngalurr tj u Conservation Science and Land Management Program.• Assets and infrastructure management programs (i.e. condition, repairs required, renewal of equipment, etc.); and• WHS procedures.• Establish relationships with neighbours, suppliers and other local stakeholders.
3. Conservation science and land management activities
Key activities and responsibilities: <ul style="list-style-type: none">• In accordance with the approved Ngalurr tj u Conservation Science and Land Management Program, support the engagement of a Men's Rangers Team in, and contribute to the delivery of key conservation science and land management programs including:<ul style="list-style-type: none">▪ Weed Control<ul style="list-style-type: none">– weed control work guided by the Ngalurr tj u Weed Strategy,– ensure anyone under your supervision using chemicals is adequately trained (and appropriately licensed where required by relevant legislation) in their use.▪ Feral Animal Control<ul style="list-style-type: none">– implement approved feral animal control programs per approved AWC Annual Work Plan and relevant procedures;

- keep detailed records, per approved AWC procedure; and
- ensure anyone under your supervision using firearms or setting traps is adequately trained (and appropriately licensed where required by relevant legislation) in their use.
- Fire Management
 - undertake training with the Ranger Team to ensure competence in the use of firefighting equipment; and
 - if directed, undertake controlled burning per the approved plans, including fire scar data collection and assisting with wildfire suppression.
- Ecological health monitoring program:
 - As directed, assist in the implementation of strategies and work plans related to monitoring and research programs at Ngalurrtju. For example:
 - i. the establishment and maintenance of research and monitoring sites across the sanctuary; and
 - ii. participating in and providing support to scientific staff in relation to conducting baseline biodiversity surveys and threatened species monitoring.
- Assist in reporting on the effectiveness of AWC’s land management strategies in abating relevant threats and protecting wildlife and ecosystems.

4. Administration, financial management and reporting

Key activities and responsibilities:

- Ensure that all expenditure is in accordance with AWC policies and procedures.
- Ensure all required records and paperwork are retained, and as necessary, submitted to the AWC finance department.
- Ensure that the collection, recording and banking of all revenue is in accordance with AWC policies and procedures.
- Ensure that all information required for the acquittal of grants is collected and provided to the Operations Manager and Grants Team.

5. Management of staff and contractors

Key activities and responsibilities:

- Supervise and coordinate day to day activities of the Indigenous Men’s Ranger team.
- As required, co-ordinate, engage and supervise:
 - other staff;
 - contractors; and
 - volunteers.
- Ensure all relevant AWC policies are complied with in relation to the engagement of contractors.

6. Volunteers and visitors and fundraising

Key activities and responsibilities:

- Assist with the volunteer program at Ngalurrtju including:
 - selecting appropriate people as volunteers;
 - providing relevant information to volunteers before travelling to Ngalurrtju (e.g. on road conditions, accommodation arrangements, tasks to be performed etc.); and
 - managing the schedule of volunteers while on site.
- Assist with the implementation of the approved visitor strategy, as amended from time-to-time.
- Collect and administer revenue/fees from visitors.
- Develop, maintain and improve visitor facilities at Ngalurrtju.

- As required, assist in the implementation of fundraising programs including for example, by assisting in the organisation and conduct of donor visits.
- Promote awareness of:
 - relevant conservation issues (at Ngalurrtju and generally); and
 - AWC.

7. Ensure appropriate management of risks in relation to the health and safety of staff, contractors, volunteers and visitors

Key activities and responsibilities:

- Implement and comply with the provisions of the approved risk management plan. In particular:
 - ensure the installation and use of hazardous materials and equipment is consistent with accepted safety standards;
 - ensure that any staff and volunteers have undertaken adequate training before they use plant, equipment, tools and vehicles;
 - ensure emergency procedures are developed and posted in appropriate locations;
 - ensure at least two members of staff are based at Ngalurrtju have current first aid certificates; and
 - ensure incident reports are completed as appropriate in a prompt manner.

8. Undertake other tasks as required

Key activities and responsibilities:

- As required by the Regional Operations Manager and/or Operations Manager - Ngalurrtju, undertake other specified tasks at Ngalurrtju and/or other AWC sanctuaries.
- Comply with AWC policies and procedures.
- Champion AWC values and OneAWC approach.