

Position Profile

Designation:	Senior Land Management Officer (SLMO) Mornington - Marion Downs Sanctuary and Tableland Partnership Area
Reporting to:	MMDT Operations Manager
Supervising:	From time-to-time staff, volunteers and a range of contractors who may assist in the execution of the duties listed below.
Based at:	Mornington Wildlife Sanctuary, Operations Base, central Kimberley, WA on Bunuba and Kija Country

Organisational context:

Australian Wildlife Conservancy (AWC) is a global leader in conservation, providing hope for Australia's wildlife with a science-informed, land management partnership approach which delivers high impact results. We protect endangered wildlife in iconic regions such as the Kimberley, Cape York, the Top End and Kati Thanda-Lake Eyre.

AWC's mission - to deliver effective conservation for all native animal species and their habitats - is achieved by:

- **Operations** - delivering effective large-scale land management including fire management, feral animal control, weed control and infrastructure management.
- **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.
- **Fundraising** - mobilising finance (primarily, tax deductible donations) from the general public and philanthropists including through effective communication of AWC conservation programs.

OneAWC is defined as 'a cohesive, engaged, collaborative, high performing group guided by strong, effective leaders. A group of people who all understand AWC's mission, vision and their role in contributing to the achievement of mission and vision, all connected and working towards a common purpose, guided by a set of shared values'. The delivery of AWC's mission is highly reliant on all AWC working collaboratively with each other. .

Regional context:

In the Kimberley, AWC protects wildlife and their habitats across 7 properties and partnership areas, covering 4.3 million hectares; Mornington-Marion Downs and Charnley River - Artesian Range Wildlife Sanctuaries; in partnership with Yulmbu (Kija), Dambimangari and Wilinggin Traditional Owners, Ranger Groups and their representative Aboriginal Corporations and implements conservation management on Yampi Sound Training Area, in collaboration with Dambimangari people under contract with the Commonwealth Department of Defence.

The Senior Land Management Officer – Mornington, Marion Downs and Tableland (SLMO - MMDT) reports to, and supports, the MMDT Operations Manager with the planning and implementation of conservation and operational programs to deliver effective conservation on MMDT in collaboration with the North-West Science team, as part of OneAWC and AWC's national approach to conservation.

The Senior Land Management Officer may act in the role of MMDT Operations Manager in their absence.

The Senior Land Management position will be based at Mornington, however, AWC's Kimberley Region works on a cooperative approach across all management areas. You may, for reasonable periods of time, be required to work on other management areas within the region.

Other key positions relating to this role:

The Senior Land Management Officer reports directly to the MMDT Operations Manager, and will liaise closely with other staff, in particular:

- *Land Management Officers* whose main responsibilities consist of feral animal control, weed control, fire management and infrastructure development and maintenance.
- *Ecologists* who implement the conservation and science programs.
- *Regional Logistics Coordinator* who administers operations, administration and logistics.
- *Regional Fire Manager* who manages the planning and delivery of AWC Kimberley fire program.

Inherent requirements of the role:

The execution of tasks associated with the position will involve fieldwork in remote locations and can be away from an established field base. The working environment will be predominantly outdoors and often in the extremes of weather – hot and wet and/or dry, especially when conducting fire and land management operations. The position can be physically and mentally demanding and will require walking and climbing over rough terrain and carrying out tasks that are physically demanding. In addition, the applicant will be required to conduct periods of office work.

Critical Competencies:

1. **Getting things done:** enhanced planning and organisational skills, including a demonstrated ability to prioritise and execute a large number of tasks in an efficient manner.
2. **Managing staff:** excellent people management skills, including the leadership of, and managing and coordinating teams of volunteers, sanctuary officers and contractors, particularly in remote locations.
3. **Working with people:** excellent communication and interpersonal skills including the ability to establish and maintain relationships with a diverse range of stakeholders.
4. **Practical land management and asset management or comparable skills/experience:** You need to demonstrate knowledge of and practical experience in delivering land management programs including fire management, weed and feral animal control programs or comparable experience that is readily transferable. Demonstrated practical skills managing assets and infrastructure is desirable, including:
 - a. The implementation of infrastructure projects such as fencing, roads and building.
 - b. The management and use of a wide range of plant and equipment (tractors and implements, generators, pumps and power tools, including chainsaws, welders etc)

- c. Basic skills and experience across a number of areas (building, mechanical, fencing, plumbing, welding & electrical), including the ability to carry out routine tasks and maintenance.
 - d. Bushfire control training and experience.
 - e. 4WD experience in relevant off-road conditions.
5. **Financial management:** demonstrated ability to deliver projects in a cost-effective manner and be able to apply coding and track expenditure, operating within the budget.
 6. **Paperwork/compliance:** demonstrated ability to keep and maintain records and in the preparation of reports.
 7. **Resourcefulness:** the ability to improvise and ‘problem-solve’, developing practical solutions with limited resources.
 8. **Living in the bush:** previous experience of working and living in a rural area, preferably remote, and the supervision of teams in geographically diverse locations is desirable.
 9. **Information technology:** Ability in using standard business software packages (including Word, email, Excel) is essential and well-developed GIS skills are highly desirable.
 10. **A passion for conservation:** Understanding of, and interest in, ecology and conservation issues.
 11. **Willingness to travel:** An ability and willingness to work in diverse locations.
 12. **Willingness to conduct activities in helicopters and light planes:** helicopter and light plane travel activities are required from time-to-time to undertake the duties associated with this role.

Qualifications:

1. Formal qualifications at a Certificate 3 level and above, in a relevant discipline (Conservation and Land Management, Ecology, Environmental Science) are desirable or alternatively, considerable hands-on experience in the planning, implementation and management of conservation and infrastructure based projects.

Licenses and Certificates:

1. Valid manual driver’s licence.
2. Valid agricultural machinery licences for machinery such as trucks, tractors and other vehicles/equipment as relevant (or the capacity to readily obtain these licences).
3. Remote Senior first aid certificate (or the capacity to readily obtain).
4. Current Police clearance certificate.
5. Valid firearms license (highly desirable)

Key Activities and Responsibilities:

<p>1. Sanctuary assets and infrastructure</p> <p>Assist the MMDT Operations Manager to:</p> <ul style="list-style-type: none"> • Ensure an inventory of all assets and infrastructure is maintained. • Ensure the maintenance schedule of all assets and infrastructure including roads, airstrips, buildings, fencing, walk-trails, fire-breaks etc is maintained. • Ensure maintenance, servicing, improvements and repairs of all infrastructure and assets (including plant, equipment and vehicles) is carried out in accordance with the approved maintenance schedule.

<ul style="list-style-type: none"> Record all maintenance activity and record the use and replacement of assets including fuel, equipment and maintenance supplies.
<p>2. Land Management activities</p> <p>In accordance with approved Operational plans, assist the MMDT Operations Manager to oversee and implement key land management and conservation programs including:</p> <ul style="list-style-type: none"> Feral animal control – implementation of approved culling/control, mustering contracts, keeping detailed records and carrying out regular surveys of feral animal numbers. Weed control – following weed control work plans, documenting effectiveness, maintaining stocks of, and storing, necessary chemicals and overseeing staff and volunteers who assist. Fire management – delivery of planned burning program in accordance with approved Burn Plans, wildfire suppression as required and maintaining necessary equipment and stock for program. Other land management duties as directed. Assisting the Operations Manager in reporting on the effectiveness of AWC’s land management strategies. <p>As requested, assist the science team in the implementation of strategies and work plans relating to research, inventory, and monitoring programs at AWC’s properties.</p>
<p>3. Assist with the development of the Operational plan and budget</p> <p>As requested by the MMDT Operations Manager, provide data required for the preparation of draft Operational plans and budgets.</p> <ul style="list-style-type: none"> Implement the actions set out in the approved Operational plan and, as requested, provide reports detailing progress in implementation. Seek approval for any variation from the Operational plan and, if approved, implement amended plan.
<p>4. Administration, Finance and Reporting</p> <ul style="list-style-type: none"> Ensure all expenditure is approved by the MMDT Operations Manager, in accordance with the approved budget and operational plan. Ensure expenditure is in accordance with AWC policies and procedures. If expenditure is not identified in the budget and operational plan, then seek relevant approval from the Operations Manager. Ensure that expenditure falls within the financial delegation limits as per the position, unless authority has been sought from the Operations or Regional Manager. Maintain other records in relation to carrying out land management program as required.
<p>5. Staff, contractor and volunteer co-ordination</p> <p>As required, and under the direction of the Operations Manager, co-ordinate, engage, supervise and ensure the safety of:</p> <ul style="list-style-type: none"> Other staff, including casuals; Partner staff; Contractors;

<ul style="list-style-type: none"> • Volunteers • Visitors <p>Ensure all relevant AWC policies are complied with in relation to the engagement of contractors, staff and volunteers.</p>
<p>6. Stakeholders</p> <p>Maintain effective relationships with:</p> <ul style="list-style-type: none"> • Staff, Directors and Members (Traditional Owners) of the Yulmbu, Wilinggin, Bunuba and Yurriyngem Taam Aboriginal Corporations; • Residents of the Tirranlinjti and Yulmbu remote communities on Mornington and Tableland Pastoral Lease; • Pastoral neighbours; • WA Government agencies including DBCA, DFES, DPIRD and local government; • Other parties interested in the AWC’s activities. Work effectively with neighbours and other interested parties in the design and delivery of the conservation and infrastructure programs.
<p>7. OH&S and Risk Management</p> <ul style="list-style-type: none"> • Assist the MMDT Operations Manager and Land Management Officers in undertaking risk assessments and the preparation and revue of a risk management plan for operations in the NW. • Ensure appropriate management of risks in relation to the health and safety of yourself, other staff, contractors and volunteers. • Under the direction of the MMDT Operations Manager, implement and comply with the provisions of approved management plans. In particular: <ul style="list-style-type: none"> ○ Ensure the storage and use of hazardous materials and equipment is consistent with accepted safety standards. ○ Ensure that you, and other staff and any volunteers/students/interns and/or volunteers have adequate training before using plant, equipment, tools and/or vehicles. • Ensuring OH&S and emergency procedures are followed. • Ensuring incident are filled out and submitted as per the approved AWC policies and procedures in a timely manner. • Ensure that you undertake safety inductions, as required, and instigate inductions with other staff, volunteers, contractors and visitors who are under your supervision.
<p>8. Leadership</p> <ul style="list-style-type: none"> • As delegated, manage a small team of Land Management Officers, Partner staff, volunteers and/or external contractors in the field. • Promote AWC’s mission and values amongst AWC staff, partners and stakeholders
<p>9. Undertake other tasks as required</p> <ul style="list-style-type: none"> • As required by the MMDT Operations Manager or Regional Operations Manager, undertake other specified tasks as required. • Comply with all AWC policies and procedures.