

Landscape South Australia



Position Description

Project Officer I Alinytjara Wilurara Landscape Board

Tenure: Temporary, Long Term Contract

Classification: OPS3 (\$74,905 - \$78,694)

Hours of work: Fulltime (37.5 hours/week)

Reports to: Senior Project Officer

Direct reports: Nil

The Alinytjara Wilurara Landscape Board promotes diversity and flexible ways of working including part time. Applicants are encouraged to discuss the flexible working arrangements for this role.

About the role

The Project Officer will work with Indigenous ranger groups, community members and volunteers on a wide range of environmental projects in remote areas of the Alinytjara Wilurara (AW) region. This includes pest and weed management, threatened species monitoring, training activities with Indigenous rangers and fire management activities.

The Project Officer will be responsible for overseeing safe operation of AW's plant, equipment and vehicles, ensuring they are kept at high standards for safety and remote work. This will include organising and scheduling regular maintenance and inspections and ensuring that WH&S requirements and reporting requirements are met. The position will involve training and activities associated with remote work, including emergency response, such as fire management.

The Project Officer is involved in project reporting, including annual project planning and evaluation.

Teamwork is vital to the role due to the small team environment both locally and in general. It is expected the Project Officer will also work closely with project partners and all stakeholders.

On the job training is provided as discussed with Operations Manager.

About the Alinytjara Wilurara Landscape Board

Through the *Landscape South Australia Act 2019* (Landscape Act), eight regional Landscape Boards and Green Adelaide work with partners to deliver practical, on-ground programs to manage landscapes. They invest landscape levies into regional priority issues as well as leveraging Australian Government funding towards managing and protecting our productive and natural landscapes.

The all-Aboriginal membership of the Alinytjara Wilurara Landscape Board is comprised of respected leaders from across the region. Most of this region is Aboriginal Freehold Title, including the Anangu Pitjantjatjara Yankunytjatjara (APY) Lands, Maralinga Tjarutja Lands, Yalata Lands, as well as the Far West Coast Native Title Lands.

Our Board proudly partners with the communities in our region to help manage land, water, pest plants and animals, and biodiversity. Support includes Indigenous ranger investment, technical support and joint project delivery.

The Alinytjara Wilurara region covers 26% of South Australia in the remote north-west of the state, an area of more than a quarter of a million square kilometres. The boundary of the AW Landscape region extends from the Northern Territory to the Southern Ocean and from the Western Australian border almost to Coober Pedy.

Key results / outcomes to be achieved

- Works programs are developed, completed on time and effectively implemented and reviewed, with our community stakeholders, as part of a continuous improvement in operations.
- All works are undertaken in a safe manner in accordance with Alinytjara Wilurara Landscape Board policies and procedures.
- Plant and equipment is effectively managed and maintained.
- Fleet of vehicles is effectively managed and maintained for remote work (excluding standard vehicle services undertaken by authorised dealership).
- Effective team player, works respectfully with team, stakeholders and community members.

Work Health and Safety responsibilities

- Contribute to a safe workplace by accepting responsibility for own and others' safety, identifying and reporting hazards, and participating in consultation about health and safety matters.
- Proactively ensures all staff and contractors understand workplace health and safety requirements and responsibilities.
- Proactively participates in health and safety discussions in the workplace.
- Identifies hazards, assesses risks and implements procedures for controlling risks.
- Implements procedures for dealing with incidents and emergency events.
- Maintains appropriate workplace safety records.
- Implements procedures for managing injured workers.

Key relationships

- AW Landscape Board staff and Board Members.
- Operations Manager (line manager).
- Indigenous ranger groups.
- Community members in the AW region.
- Contractors and service providers.
- Aboriginal land holders and organisations in the region.
- Department for Environment and Water (DEW), Regional National Parks and Wildlife staff.
- Eyre Peninsula Landscape Board staff.
- Other Government fire and land management agencies, including SA Water, South Australian Country Fire Service (CFS), SAPOL, PIRSA, National Indigenous Australians Agency (NIAA)
- Non-for-profit organisations.

Special conditions

- Located in Ceduna but will require camping and may be required to work from other locations.
- A current minimum class C driver's licence and willingness and ability to safely operate a 4WD vehicle is essential.
- Appointment will be subject to a satisfactory criminal history check and Department of Human Services (DHS) Working with Children Check.
- Must be prepared to comply with any mandatory requirements including training and immunisation.
- The position may require some work outside normal hours, with travel within the region, intra and interstate, necessitating overnight stays which will involve camping.
- May be required to participate in fire management and associated duties.
- Actively participate in the Board's Performance Development and Review Program.

Key selection criteria

Knowledge, skills, abilities and experience

- Ability to write documents and reports in plain English.
- Ability to work as part of a team to deliver natural resource projects, managing time and resources to meet critical deadlines.
- Knowledge of key land and natural resource management issues and ability to communicate this knowledge to stakeholders.
- Ability to influence, negotiate and manage conflict to achieve project outcomes.
- Knowledge of the principles of legislation and policy relevant to the Landscape Act, Native Title Act, and Aboriginal Freehold Title lands.
- Ability to communicate effectively with internal and external stakeholders.

Highly desirable

- Experience working respectfully and in partnership with Aboriginal community members and diverse stakeholders.
- Experience working in remote or isolated environments and knowledge of safety requirements.
- Experience in managing and maintaining plant and equipment, including vehicle maintenance coordination.
- Demonstrated experience in land management. This includes knowledge about pests and weeds, fire management and restoring country.

Qualifications / Education

- Certificate III in Conservation Land Management (or progress towards); or Bachelor degree in relevant field is highly desirable.

Expectations and values

- Maintain a commitment to EEO, Diversity, Ethical Conduct, and record keeping within legislative requirements, according to the principles of the Public Sector Act 2009.
- Maintain a commitment to Equal Employment Opportunity (EEO), cultural safety and diversity in the workplace.
- Acknowledge and respect the cultural authority of Aboriginal and Torres Strait Islander people in line with the Landscape SA *Aboriginal and Torres Strait Islander Statement of Commitment*.