



Ranger Program - Supervisor - Position Description

Job Description

<u>Position:</u>	Ranger Program - Supervisor (Full Time), one year contract with potential to renew	
<u>Location:</u>	Gunbalanya - Arnhem Land NT	
<u>Remuneration:</u>	\$67,000-76,000 per annum (plus Superannuation). Negotiable depending on experience.	
<u>PD currency:</u>	last reviewed 11 th January 2021	Close for application 14 Feb 2021

Njanjma Aboriginal Corporation:

Background: Njanjma Aboriginal Corporation (NAC) was formed in 2017 under the Corporations (Aboriginal and Torres Strait Islander) Act and registered with ORIC (ICN 8734) by six clans: Bunitj, Danek, Mandurrigunj, Manilkarr, Murrwan and Nganbali. The directors for the corporation are drawn from each of the six clans. NAC may have other clans join as members over the life of the organisation.

The aim of Njanjma Aboriginal Corporation (NAC) is to: deliver best practice in land and cultural management for the Njanjma estate with the purpose to improve the wellbeing, connectedness and capacity of our clan members through meaningful skill development and sustainable work opportunities.

NAC has a healthy country plan and other natural and cultural resource management and business strategies which are reviewed and refined time to time. These plans and strategies guide our focus and work.

The area our ranger program covers is about 258,000ha located in West Arnhem Land and also Kakadu National park. The Njanjma Rangers facilitate customary and contemporary management responsibilities for caring for country including: protection of cultural sites, facilitating knowledge transfer and management for fire, weeds and feral animals and biodiversity. Our ranger work is important to forging strong relations with our neighbors (Warddeken IPA, Kakadu National Park and others) to progress a regional approach to addressing complex natural and cultural resource management issues where we need to work together for shared goals.

The focus for our Ranger Program and fee for service work:

Planning and Coordination: The Njanjma Ranger Program consults with and works with Traditional Owners who are members of NAC to implement, monitor and update the Corporation's Healthy Country Plan which identifies priorities for management inclusive of: our people, our culture and our special places and features such as wetlands, sandstone country, forest, bush foods and also rare and threatened species.

Knowledge building and on-ground action: The type of work the ranger program undertakes includes:

- Managing fire effectively by prescribed early season burning to protect key assets (e.g. rock art and important habitat for plants and animals), putting in strategic fire breaks and assisting other land managers in responding to uncontrolled wildfires which are a threat to life, infrastructure and or healthy country.
- Conducting feral animal control (mainly pigs and buffalo and potentially cane toads, feral cats and other species) in line with management plans which are informed by the landowners values.

- Mapping and managing weeds, with an emphasis on early action (preventing weed spread into clean areas) as well as making progress on containing major landscape changing weeds (e.g. Mimosa, Mission grass, Gamba grass, Parra Grass, Olive Hymenanche and Salvinia).
- Conducting flora and fauna surveys to inform the management of habitat condition and conservation of threatened or high value (e.g. rare, endemic and restricted range) species.
- Documenting and protecting cultural sites as well as supporting work which promotes and conserves cultural knowledge and practices.
- Hosting cultural camps and working with school and children/youth to facilitate passing on of traditional knowledge and also promoting exposure to contemporary knowledge for caring for country (e.g. science, technology and research) also referred to as learning on country
- Working with other indigenous ranger groups, National Parks and local organisations to progress regional cultural and natural resource management issues.
- Providing visitor management and at times - emergency response including rescue and recovery.
- Supporting various research projects (natural and cultural resource focused) in partnership with universities and other research institutes which are relevant to caring for country for the Njanjma estate and surrounds (e.g. Kakadu National Park).
- Raising awareness in the broader community of natural and cultural resource management issues which are of concern to the broader community (e.g. timing of burning sites as well as detection and management of new weed /pest species etc).
- Supporting fee for service contracts held by NAC.
- Undertaking other land management or fee for service activities as required by landowners and the direction of the Njanjma Aboriginal Corporation Board

Position Objectives:

The Ranger Supervisor reports to the Manager. The Supervisor position plays a key role in overseeing and ensuring effective day to day delivery of on -ground results towards our funding and fee for service commitments as well as developing capacity for the Njanjma Ranger Team.

This Supervisor plays a critical role: mentoring and developing indigenous employees' capacity, developing annual work programs and costings to deliver upon funding and contract commitments, overseeing recording and storing of field information (weed, fire, feral, and cultural work) to enable progress reporting against work programs as well as overseeing the regular scheduling and documentation of maintenance repair and replacement of plant and equipment and ensuring the workplace and operations comply with sound Work Health and Safety Procedures.

This Supervisor is required to live in Gunbalanya predominantly and work in remote locations, camping for several days at a time.

Key roles include:

1. Coordinate and supervise project delivery.

- Supervise and lead the delivery of on-ground works in collaboration and as directed by management levels and NAC natural and cultural resource management strategies and other planning documents and guides.

- Oversee the development of annual, monthly and weekly work programs (inclusive of training and capacity building plans) and their logistics with input of and approval by management levels of NAC.
 - Oversee the implementation and filing of information /data collected in the field and to permit reporting on the work undertaken and the outcomes achieved in line with NAC guidelines for information management.
 - Oversee and undertake basic administrative roles such as overseeing timesheets for ranger staff, obtaining quotes for equipment and services, recording expenditures against authorised purchase orders in the accounts system and overseeing upkeep of most stock items (inclusive of office stationary and plant equipment and materials such as herbicides and PPE).
 - Oversee the care and maintenance of the ranger compound and its plant equipment (e.g. ensure all staff are able to care for i.e. clean, service, use appropriately and ensure safe storage of all NAC plant, equipment and stock).
2. Support development of the Ranger team and capacity to self-manage.
- Provide input into identifying and facilitating NAC's strategy for building ranger skills and capacity.
 - Support building leadership skills and capacity within the ranger team.
 - Support ranger participation in workshops and other initiatives so as to build skills and confidence and provide opportunities to show case and report upon the group's achievements.
 - Exercise good team leadership and support to the Ranger Team to work as a team and foster developing individual strengths and career paths.
3. Contribute to developing NAC's corporate capacity.
- Represent NAC and the Ranger Program in a professional manner (as per NAC code of conduct), at work, in the community and at meetings, workshops and conferences.
 - Undertake professional development to build skills as a Ranger Program Supervisor (e.g. Conservation Land Management CLM Cert II or higher, OHS, Risk assessment and mitigation, 4WDDriving, Vehicle rescue and recovery, Chemical handling, Fire Arms safety and compliance, Senior First Aid, data management using technology and other relevant skill sets)
 - Undertake other tasks as required to ensure the effective operation and promotion of the Ranger Program (e.g. contribute to facilitating consultations, planning, policy development and promotions)

Selection Criteria:

Essential

1. Experience with Natural Resource and Cultural Management, in particular: fire, feral animal and weed control as well as sensitive documentation and management of Bim (rock art) and native plants and animals.
2. Demonstrated capacity to work in a constructive, safe and respectful manner to supervise, develop and lead a small team as well as the capacity to facilitate working relations with traditional land owners and a diverse range of organisations, businesses and fields of expertise.
3. Demonstrated ability to operate, care for and keep in an orderly manner - a wide range of equipment (e.g. brush cutters, lawn movers, chain saw, generators, welding equipment, power tools, vehicles, trailers, ATV's and weed spray equipment) as well as safe and secure handling and storage of chemicals, fuels and oils

4. Experience working in remote locations including organising and transporting field equipment and supplies, applying appropriate safety measures, and managing a field camp site to accommodate a work crew.
5. Proven capacity and experience reading maps and navigating using a GPS in remote locations as well as collecting and recording information in the field to monitor natural and cultural resource management activities.
6. Demonstrated computer and technology literacy sufficient to manage communications, compile reports, develop and track budgets, download and file information from GPS and other data collection devices (e.g. motion sensitive cameras, drone etc).
7. Licensing and Certificates

Essential	Desirable
<ul style="list-style-type: none"> ▪ Current and valid manual driver’s license with 4WD experience in difficult terrain and capacity to rescue vehicles ▪ Current Senior First Aid Certificate or capacity to renew. ▪ Ability to gain and hold a Permit to work and reside on Aboriginal Land Trust ▪ Police clearance for Ochre card (or capacity to obtain) 	<ul style="list-style-type: none"> ▪ Chemical storage and handling ▪ Corporate firearms licence ▪ Bush firefighting training ▪ Medium – heavy rigid (MR) licence

8. Essential Physical capability

Able to and an aptitude to working outdoors for extended times (e.g. overnight camping in remote locations of up to five nights at a time) and at times undertake hard physical work (e.g. pulling weeds or carrying loads) in hot humid conditions and at all times follow and promote safe work conditions and practices.

Desirable

9. Experience working as a ranger supervisor or similar with qualifications or extensive experience in Natural Resource Management (NRM).
10. Experience in playing a lead role in maintaining vehicles and plant equipment and supplies relevant to the operations of a ranger program.
11. Experience with data collection and developing natural resource management plans using a range of technology including: google earth, fulcrum or cyber tracker, GPS, and GIS or similar.
12. Experience with accountabilities in managing staff and delivering upon scopes of work associated with government grants, contracts, and tenders (i.e. managing time sheets, financial accountabilities, quality assurances and outcome reporting, incident reporting and meeting obligations for insurances).
13. Demonstrated experience working with Aboriginal communities in relation to cultural and natural resource management activities and projects and capacity to work cross culturally.
14. Capacity to contribute to refining, implementing, and promoting corporate policy and procedures in line with essential workplace standards, compliances and best practice (e.g. OHS standards, vehicle

use policy, procurement policy, code of conduct, and equal opportunity etc).

15. Understanding of the cultural and biodiversity values in West Arnhem land and the threatening processes to healthy country in the Njanjma estate area and surrounds.
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Key performance indicators

	Improvements within the Ranger team for understanding and undertaking practical and technical aspects of Ranger work (e.g. vehicle and plant equipment maintenance, handling, storing and applying chemicals, chainsaw use, 4wd operation and rescue and minor repair, safe fire arms use, planning work flows and data collection).
	Improved practice of Ranger work with respect to safety, effectiveness and efficiency and operating to set standards.
	Improved progress with developing and implementing weekly and monthly work plans which align with Njanjma commitments for key contracts.
	Improvements in the ranger's capacity to plan and undertake daily activities independently and for team leaders to oversee and induct junior/new rangers
	Improved reporting of work activities undertaken by the ranger program, and increase in the proportion and quality of data collection undertaken by the Rangers themselves

How to Apply

Submit your application (include a cover letter, resume and brief address of the selection criteria) and email to: jobs@njanjma.net.au

Closing Date: 6pm Sunday 14th February

For further information please contact the Manager Ann Grattidge, phone 0455037747 or email jobs@njanjma.net.au