



# POSITION DESCRIPTION

<b>Job Title:</b>	Conservation & Landcare Manager
<b>Salary:</b>	Negotiable
<b>Reports to:</b>	Executive Committee of Barkly Landcare & Conservation Association (BLCA)
<b>Work Location:</b>	Barkly Tableland, Northern Territory (based in Tennant Creek)
<b>Tenure:</b>	2 years

This position is currently available until 31<sup>st</sup> December 2011. Continuation of the position beyond this date is subject to funding.

## Primary Objective

To coordinate and manage the activities of the Barkly Landcare and Conservation Association, and engage with the Barkly pastoral industry to achieve sustainable land management objectives across the Barkly Tableland NT.

## Key Responsibilities

1. Work with BLCA partners and land managers to achieve the active engagement of the Barkly pastoral industry in BLCA, its activities and the adoption of collaborative sustainable land management practices (this includes regular property visits to pastoralists across the region).
2. Provide a central point of contact for Barkly pastoral land managers to raise and address key Natural Resource Management (NRM) issues.
3. Maintain and further develop partnerships with relevant NRM stakeholders, and advocate for BLCA members in NRM forums with Government and other stakeholders on key issues identified by the group.
4. Facilitate community input into the preparation, administration and implementation of regional strategies.
5. Undertake the day to day administration of the group including basic communications, contract and financial management, and support the BLCA Executive Committee to ensure the group is compliant with its legal requirements as a not-for-profit organisation.
6. Oversee the effective implementation of the BLCA Strategic Plan.
7. Oversee the effective implementation of BLCA projects by a small team.
8. Ensure the effective management and implementation of the BLCA Landcare Facilitation project including all aspects of reporting, budget management and milestone delivery.
9. Work with the BLCA Executive Committee to ensure the long-term viability of the group through identifying and securing funding, resources and growth opportunities.
10. Promote the activities and achievements of BLCA to the wider NRM community and the general public.

## **Selection Criteria**

### **Essential**

1. An understanding of sustainable NRM principles and practices, and a demonstrated ability to apply them at the property and landscape level.
2. The ability to apply effective Community Engagement principles within the primary production industry, supported by excellent interpersonal and communication skills, both written and verbal.
3. The ability to seek new and innovative approaches to the strategic development and growth of a non-profit community based organisation.
4. Experience with government investment processes including understanding NRM Strategic Plans, developing funding applications, contract negotiation and delivery of government funded projects.
5. Sound knowledge and demonstrated experience in all aspects of project management.
6. Demonstrated ability to lead, work effectively in a small diverse team and operate independently with high level problem solving skills.
7. Demonstrated computer literacy including proficiency in standard Microsoft Office applications.

### **Desirable**

1. An appropriate degree in Environmental Science, Agricultural Science or other relevant qualification or equivalent experience.
2. Understanding of the pastoral industry and the NRM issues of the Barkly Region NT.
3. A background in strategic weed management.
4. Understanding of varying cultural backgrounds of NT land managers.
5. Experience in operating 4WD vehicles or willingness to undertake training.
6. Experience in basic GIS and GPS operation.

### **Other Relevant Information**

- A current licence to drive a motor vehicle is required.
- Working in isolation and remote areas will be required at times.
- Lengthy periods of car travel – there may be a requirement to drive long distances alone.
- Work outside standard hours may be required.
- The successful applicant will be employed under a contract to be negotiated.
- The successful applicant will be subject to a probation period of 3 months.

**Please send written applications addressing the Selection Criteria to:**

Email: [barklylandcare.nw@bigpond.com](mailto:barklylandcare.nw@bigpond.com)

For further information contact Naomi Wilson (08) 8962 4494 or email [barklylandcare.nw@bigpond.com](mailto:barklylandcare.nw@bigpond.com)

**Applications close: 12<sup>th</sup> February 2010**