



Position description

Position:	Intensive Agriculture Projects Officer
Employer:	Gulf Savannah NRM
Reports to:	Team Leader Agriculture
Supervises:	May supervise sub-contractors and support staff in relation to project deliverables
Location:	Mareeba, Queensland.
Classification:	Level 3.1
Employment terms:	Full time or Part time (60-75 hours per fortnight), fixed term to 30 June 2023 with the possibility of extension
Salary Range:	The salary will be \$77,242 full time (37.50 hr week) or \$39.61 per hour.
Contact officer:	Zoe Williams, Chief Executive Officer ph 0448 680 445

About this role

The position is required to work as part of the Northern Gulf team. The Intensive Agricultural Officer will manage the effective planning, delivery and monitoring of projects focussed on sustainable agriculture and deliver natural resource management support for landholders of the Northern Gulf Region, funded through various government and non-government programs, consistent with achieving the objectives of the Northern Gulf Natural Resource Management Plan.

Duties of role

To achieve the outcomes required by this role, you must be able to:

- Work within allocated work/project budgets
- Complete required reporting delivered on time and to a satisfactory standard
- Manage planning, delivery and reporting of the Intensive Agriculture projects
- Coordinate and manage all spatial information and mapping services on farms.
- Work with other Northern Gulf staff and external partners as necessary and appropriate to ensure projects meet milestones and are delivered on-budget.
- Assist with the preparation of articles, Facebook posts and photos for Gulf Savannah NRM communications products to update the community about Northern Gulf matters as they relate to your work program
- Provide regular reports to the Team Leader Agriculture and/or Chief Executive Officer on work completed and key activities underway.
- Assist with the preparation of competitive grant funding or sponsorship applications
- Comply with all Gulf Savannah NRM policies and procedures
- Attend Gulf Savannah NRM meetings when requested, including presenting outcomes of the agriculture work program

Key attributes

Within the context of the duties described above, the ideal applicant will be someone who has the following attributes:

- Knowledge of sustainable agriculture practices and the application of best practice natural resource management to horticultural and agricultural settings.
- Skills and knowledge in soil health, crop nutrition, pest and weed management, soil and water monitoring, and irrigation practices.
- High level of computer skills particularly in relation to mapping, data collection and analysis and Microsoft office software
- Experience in program management include monitoring milestones, deliverables and budgets.
- Good communication skills with a particular focus on written communication skills for reporting.
- Excellent time management skills to meet deadlines.
- Willingness to be part of a team and support others.
- Ability to work with very minimal supervision.
- Able to undertake field work in remote locations. Must have C class driver's license.

Qualifications

Degree in Agriculture or related field and relevant experience in agriculture, horticulture or NRM fieldwork.

Other requirements

This position has been identified as a public engagement role. The incumbent will be required to comply with Gulf Savannah NRM's Pandemic Response Plan and infection control requirements as outlined in the WH&S manual.

On occasion, Gulf Savannah NRM staff may be required to travel and undertake tasks outside normal work hours. This needs to be approved by the Chief Executive Officer prior to any work being undertaken. Gulf Savannah NRM does not offer paid overtime however a Time off in Lieu Agreement (TOIL) can be entered with the approval of the Chief Executive Officer and prior to being accrued.

It is a standard requirement that successful applicants agree to undertake a pre-employment medical and random drug and alcohol testing when required by Gulf Savannah NRM.

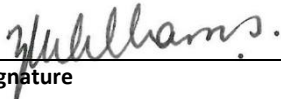
Citizenship

To be appointed you must be an Australian citizen, have permanent residency status or a visa permitting you to work in Australia permanently.

1. Selection Criteria

1 Management Accountability
<ul style="list-style-type: none">• Demonstrated ability in project management, including: work plan development and prioritisation, monitoring, evaluation and reporting against work plan and project outcomes.• Demonstrated time management skills with an ability to manage multiple projects and meet deadlines.
2 Technical Responsibilities
<ul style="list-style-type: none">• Experience and/or technical skills/knowledge of sustainable farming practices, irrigation practices, soil management, pest and weed management or ability to rapidly acquire this knowledge.• Experience in the use of GIS systems, GPS devices, soil and water monitoring equipment or ability to rapidly acquire these skills.• High degree of computer literacy including proficiency with Microsoft Office suite.
3 Partnerships and Communication
<ul style="list-style-type: none">• Demonstrated ability and willingness to work effectively with diverse stakeholder groups (farmers, graziers, Indigenous landholders, community and industry groups, government) and with staff of partner organisations to develop and implement sustainable agriculture projects.• Demonstrated ability to communicate effectively as required to support improvement of land management practices.• Demonstrated ability to work across teams with people with different skills and expertise.
4 Problem Solving
<ul style="list-style-type: none">• Demonstrated ability to work independently, identify and analyse problems, and develop and implement improvements.
5 Workplace Health and Safety and Personal Conduct
<ul style="list-style-type: none">• Knowledge of relevant Workplace Health and Safety considerations and demonstrated awareness of requirements for Employment Equity, Ethical Conduct and the Anti-Discrimination Act.
6 Qualifications and Experience
<ul style="list-style-type: none">• Qualification in Agricultural Science, Environmental Science, Natural Resource Science or related field (or working towards qualification) or extensive relevant industry experience is essential.• Current open 'C' class drivers license is essential• Four wheel drive vehicle experience is desirable• Working with Children Blue Card (or ability to obtain) is highly desirable

Approved

	Zoe Williams	10 November 2022
Signature	Name	Date

Chief Executive Officer
Gulf Savannah NRM