



## Position description

<b>Position:</b>	<b>Land Protection Officer (Pest and Weeds)</b>
<b>Reports to:</b>	Program Manager
<b>Supervises:</b>	Supervise sub-contractors, and support staff in relation to project deliverables as required
<b>Location:</b>	Georgetown or Mareeba, Queensland
<b>Classification:</b>	Level 3.1
<b>Employment terms:</b>	Full time or Part time (60-75 hours per fortnight), fixed term to 30 June 2027.
<b>Salary Range:</b>	The commencing salary will be \$88,349 per annum full time equivalent (37.50 hr week) or \$45.31 per hour, reviewed annually.

### About Gulf Savannah NRM

Gulf Savannah NRM is a not-for-profit natural resource management company and a registered charity, working with the people and communities of the Northern Gulf to create opportunities for current and future generations. We balance social, economic and cultural interests to maintain environmental values and healthy ecosystems. The Gulf Savannah NRM team works from offices in Georgetown, Croydon and Mareeba, delivering services that support vital landscapes, vibrant communities and thriving futures.

### Our VISION

*Vital landscapes. Vibrant communities. Thriving futures.*

### Our PURPOSE

*Integrated delivery that lands*

### Our VALUES

*Trust from the ground up*

*Community and environmental resilience and capacity*

*Individual & organisational diversity and competence*

*Our team as high performing, engaging, and adaptable*

### About this role

The Land Protection Officer is accountable to the Program Managers, and works as part of a multi-disciplinary team across the organisation. The Land Protection Officer is responsible for supporting the planning and delivery of Pest and Weed Management projects in the region. The Land Protection Officer will provide advice and support to land managers in relation to pest and weed prevention and management, and undertake strategic pest and weed mapping and control activities as required for the delivery of Gulf Savannah NRM projects. The Land Protection Officer is responsible for ensuring efficient and timely delivery of projects, including managing project budgets and completing project reporting for funders, partners, Gulf Savannah NRM's Leadership Team, Board of Directors and members.

### Duties of this role

1. Model Gulf Savannah NRM's corporate values through values-based behaviors – being trustworthy, striving to build capacity and resilience of communities and the environment, valuing diversity and competence, and contributing to our high performing, engaging and adaptable team.
2. Provide advice to landholders regarding pest and weed prevention and management.

3. Deliver pest and weed management projects, including undertaking pest and weed mapping and treatment/control activities. Ensure projects are delivered on time, on budget and deliver quality outcomes in accordance with the project plan.
4. Engaging with farmers, graziers, communities, First Nations groups, researchers, Government and non-government agencies to support the delivery of projects improve pest and weed management outcomes.
5. Assist with the preparation of communications materials related to pest and weed management, and the activities being undertaken.
6. Coordinate the provision of specialist services, including managing contractors, as necessary.
7. Report on project activities undertaken. Ensure a high level of reporting to funders and accurate and timely acquittal of grant funding. Provide regular reporting to the Gulf Savannah NRM leadership team on progress towards project milestones and activities being undertaken.
8. Support the preparation of competitive grant funding or sponsorship applications.
9. Comply with all Gulf Savannah NRM policies and procedures.

### **Key attributes**

- Able to contribute to a positive team environment that builds trust and recognizes everyone's contributions.
- Experience in project management, including monitoring milestones and budgets and competing reporting.
- Experience in the application of sound engagement principles working with a diversity of stakeholders, including farmers and graziers.
- An understanding of pest and weed management principles, in both agricultural and conservation settings.
- Excellent time management and organizational skills with the ability to set and meet deadlines, and manage multiple projects simultaneously.
- Strong written and verbal communication skills.
- High level of computer skills, particularly in relation to mapping, data capture and analysis, and experience using Microsoft Office software.
- Personal integrity and accountability for project and program objectives. The ability to show initiative and take on challenges.

### **Mandatory Requirements**

#### **Qualifications & Experience**

- Extensive experience in agricultural or NRM fieldwork, with a particular focus on pest and weed management.
- Hold an ACDC Commercial Operators Certificate, or able to obtain on commencement.
- Experience managing projects with multiple stakeholders.
- Relevant formal qualifications (e.g. Certificate in Conservation and Land Management or similar) is essential. Tertiary qualifications in a relevant field, e.g. Agricultural Science, Environmental Science, Natural Resource Management, would be highly regarded.

#### **Licences**

- You must hold a manual C Class Driver's License
- You must hold a current Blue Card (Working with Children Card) or be able to obtain one on commencement of employment. It is a requirement of the position to maintain a Blue Card for the duration of employment.
- Successful candidates will be required to undertake first aid and cultural awareness training.

#### **Other Requirements**

- On occasion, GSNRM staff may be required to travel and undertake tasks outside normal work hours. Gulf Savannah NRM does not offer paid overtime however a Time Off in Lieu (TOIL) arrangement can be entered into with the approval of the Team Leader 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.

- This role will require regular travel throughout the region, as well as occasional travel throughout Queensland and interstate. The ability to spend several nights each month away from home is a requirement of the role. Gulf Savannah NRM supplies a vehicle for work related travel.
- To be appointed you must be an Australian citizen, have permanent residency status or a visa permitting you to work in Australia permanently.

## Selection Criteria

<b>1 Management Accountability</b>
<ul style="list-style-type: none"> <li>• Project management experience, including workplan development, budgeting and monitoring evaluation and reporting, preferably in a not-for-profit, grants-based organization.</li> <li>• Demonstrated time management skills with an ability to manage multiple projects and meet deadlines.</li> <li>• Ability to connect people to the organisation and its vision.</li> </ul>
<b>2 Technical Responsibilities</b>
<ul style="list-style-type: none"> <li>• An understanding of pest and weed management in agricultural and conservation contexts.</li> <li>• High degree of computer literacy including proficiency with Microsoft Office suite.</li> <li>• Experience in the use of GIS tools for mapping.</li> <li>• Strong industry extension and community engagement skills</li> </ul>
<b>3 Partnerships and Communication</b>
<ul style="list-style-type: none"> <li>• Community engagement skills and the ability to work with landholders, Traditional Custodians, Local Government Lands Officers and other stakeholders to deliver on project objectives.</li> <li>• Demonstrated ability to communicate effectively and deliver clear and consistent messages in both written and verbal communications.</li> <li>• Demonstrated ability to work across teams of people with different skills and expertise.</li> </ul>
<b>4 Problem Solving</b>
<ul style="list-style-type: none"> <li>• Demonstrated ability to identify and analyze problems, and develop practical and innovative solutions.</li> <li>• Demonstrated ability to use data and information to support decision making</li> </ul>
<b>5 Workplace Health and Safety and Personal Conduct</b>
<ul style="list-style-type: none"> <li>• Knowledge of relevant Workplace Health and Safety considerations, in particular in relation to travelling and working in regional and remote locations.</li> <li>• Experience completing risk assessments and implementing hazard mitigation, especially in relation to field work.</li> <li>• Demonstrated awareness of ethical conduct and a willingness to reflect Gulf Savannah NRM's corporate values in all aspects of work</li> <li>• Demonstrated awareness of real and perceived conflicts-of-interest.</li> </ul>
<b>6 Qualifications and Experience</b>
<ul style="list-style-type: none"> <li>• Formal qualifications in a relevant field, plus relevant work experience in an agricultural or NRM setting</li> <li>• ACDC Commercial Operators Certificate, or able to obtain</li> <li>• Current open manual 'C' class driver's license is essential</li> <li>• Four-wheel drive vehicle experience is desirable</li> <li>• Working with Children Blue Card, or ability to obtain.</li> </ul>