



Land Management Officer(s) – South East

~ An opportunity to work across the Sth East and other sanctuaries and managed areas across AWC's 3.9 million hectares ~

Australian Wildlife Conservancy (AWC) is a non-profit organisation dedicated to the conservation of Australia's threatened wildlife and their habitats. AWC now owns and manages more land than any other private conservation organisation in Australia – 28 properties covering more than 3.9 million hectares – protecting more than 1,200 fauna species through active land management informed by strategic scientific research.

AWC has also developed historic partnerships with National Parks agencies in QLD & NSW to deliver land management and science based programs – including the Pilliga NP, Mallee Cliffs NP and Diamantina National Park in Western QLD.

AWC has fantastic and unique opportunities for experienced Land Management Officers to work across AWC Sanctuaries and National Parks to support Sanctuary Managers in a range of land management programs.

The successful candidates will assist across a range of programs, with a specific focus on land management tasks including feral animal control and/or asset and infrastructure maintenance. Ideally, you will have;

- Demonstrable knowledge of feral animal control (particularly feral predators)
- Broad knowledge of and practical skills in relation to asset and infrastructure repair and maintenance, and the ability to use a wide range of plant and equipment
- Enjoy working outdoors – often camping out for extended periods in remote locations
- Be able to work across a range of locations, including Mallee Cliffs NP, Pilliga NP, Diamantina NP and other AWC Sanctuaries

Ideally, you will also have experience in other land management programs such as fire management and weed control as well as understanding the need to measure and monitor your effort. You will also support the science teams in any operational components associated with ecological monitoring and research activities. You will need to be capable of working with a wide range of people including land managers, scientists, students, volunteers, visitors, neighbouring landholders including indigenous communities and government, and will be committed to helping AWC develop and implement a new model for conservation.

Your initial appointment will be at Scotia Wildlife Sanctuary (approximately 2.5 hours north of Mildura), although opportunities exist across other AWC sanctuaries. This is an opportunity to join Australia's largest non-government conservation organisation and help shape the future of private sector conservation in Australia.

Please see below for a full Job Description.

Enquiries only: Tim White, Regional Operations Manager (07) 4770 8025 / Imosoutheast@australianwildlife.org

Applications to: Imosoutheast@australianwildlife.org

CV & letter addressing competencies, qualifications, licences & certificates and inherent role requirements.

Closing date for applications: 17th March 2017

Role Description

Designation:	Land Management Officer(s) – South East
Reporting to:	Sanctuary Managers (<i>specific manager will depend upon the works program at any given point. Initial reporting will be to the Scotia Sanctuary Manager.</i>)
Supervising:	From time-to-time staff, volunteers and a range of contractors who may assist in the execution of the duties listed below.
Based at:	Scotia Wildlife Sanctuary, via Wentworth NSW (<i>nominal location – you will be based at other sanctuaries from time to time</i>) <i>Basic accommodation will be provided at Scotia for the successful candidate's however this position will require camping out or staying in alternate accommodation on a regular basis</i>

Organisational context:

The Land Management Officers – South East will support land management activities across a range of sanctuaries - primarily in the south east and north east regions (QLD, NSW, SA and NT). These properties span a vast array of habitats, terrain and geography. Each sanctuary has its own unique requirements for the management of fire, weeds and feral animal control, asset and infrastructure development, and the restoration of ecosystems and the management of visitors.

This region also includes National Parks that AWC has been engaged to deliver, under a historic agreement, land management and science programs including the construction of operations bases and large feral proof fenced areas (including the world's largest feral cat eradication project at Newhaven Wildlife Sanctuary, NT).

You will work alongside other land management and science staff (Land Management Officers, Sanctuary Managers, Field Ecologists and Wildlife Ecologists), and also engage volunteers for a range of projects.

The two staff streams (operations and science) work together in an integrated manner to design, implement and measure the effectiveness of land management strategies. The Land Management Officer will report to and support the local Sanctuary Manager with conservation and operational programs.

Critical Competencies:

1. Demonstrated knowledge of feral animal control techniques (trapping, tracking etc), particularly for feral predators
2. A broad knowledge of trade skills (building, mechanical, fencing, plumbing, welding & electrical) is desirable, including the ability to carry out routine tasks and maintenance.
3. Demonstrated practical skills in relation to asset and infrastructure repair and maintenance including skills relevant to:
 - a. Implementation of the approved asset and infrastructure maintenance program (building, fencing, road maintenance and repair, etc.)
 - b. Ability to use a wide range of plant and equipment including carrying out routine mechanical repairs to:
 - i. 4WD's, side x side ATV, grader, dozer, loader, tractors etc.;

- ii. Generators, pumps etc.; and
 - iii. Power tools including chainsaws, welders etc.
 - c. General infrastructure projects including construction, fencing and building.
 - d. Certificates or training credentials for high risk equipment must be supplied
4. Knowledge of practical land management programs including:
 - a. Fire management;
 - b. Weed control programs;
 - c. Feral animal control programs; and
 5. Understanding of, and interest in Australian ecology and conservation issues.
 6. Demonstrated planning and organisational skills, including an ability to prioritise and execute a number of tasks in an efficient manner.
 7. The ability to improvise and problem-solve, developing practical solutions with limited resources.
 8. Willingness and ability to work independently without supervision and as part of a small team.
 9. Basic – intermediate computer skills including Word, Excel and email (desirable).
 10. Experience of working and living in a rural/remote area.

Qualifications:

1. Relevant trade/ TAFE qualification (desirable).
2. Practical experience in delivering 'on-ground' results is more important than formal qualifications.

Licenses & Certificates:

1. A *valid* manual drivers licence with 4WD experience in difficult conditions is essential
2. A current firearms licenses for NSW or QLD/NT
3. Experience operating agricultural machinery such as trucks and tractors and relevant licenses, where required.
4. Bushfire control training and experience (desirable).
5. First aid certificate.
6. Police clearance certificate.

Inherent requirements of the role:

The execution of tasks associated with this role will involve extensive fieldwork, in a remote location often away from an established field base. You should expect to spend periods of time camping in very remote locations to enable the efficient delivery of programs. The working environment is outdoors and often in the extremes of weather. The position can be physically demanding when undertaking field/operational tasks, and will require muscular activity including lifting, and carrying, pushing and pulling loads, bending, climbing and driving a variety of vehicles. The successful applicant must be physically capable of performing these activities in order to carry out the inherent role responsibilities.

Responsibilities: Under the direction of the Sanctuary Manager or Operations Manager, or in their absence, the direction of the National Operations Manager, undertake the following activities. The majority of these activities will be undertaken in collaboration with other staff.

<p>1. Establish and/or review sanctuary plans and processes</p>
<p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Support the Sanctuary Manager in a review of: <ul style="list-style-type: none"> • Sanctuary assets and infrastructure (i.e. condition, repairs required, new equipment etc); • Safety procedures; • Establish relationships with neighbours, suppliers and other local stakeholders.
<p>2. Maintain sanctuary assets and infrastructure</p>
<p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Ensure the inventory of assets and infrastructure is maintained. • Undertake maintenance of assets and infrastructure per the approved maintenance schedule, to: <ul style="list-style-type: none"> • Buildings and associated services such as waste management; • Roads, airstrip, walk trails, fire-breaks etc; • Fence removal; and • Ground maintenance. • Record all maintenance activity per approved AWC procedures, including recording the use and replacement of assets such as fuel, equipment and maintenance supplies.
<p>3. Land management & research activities</p>
<p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • In accordance with the approved Operational plan, implement key land management and conservation programs including: <ul style="list-style-type: none"> • Weed control <ul style="list-style-type: none"> • Deliver weed control work plans; • Ensure chemical stock levels are maintained; • Ensure the storage and use of hazardous materials and equipment is consistent with accepted safety standards; and • Ensure anyone under your supervision using chemicals is adequately trained (and appropriately licensed where required by relevant legislation) in their use; • Feral animal control <ul style="list-style-type: none"> • Implement approved control programs per approved AWC procedures; • Carry out regular surveys of feral animal numbers and types; and • Keep detailed records, per approved AWC procedure; • Fire management <ul style="list-style-type: none"> • Undertake training with the Sanctuary staff to ensure you are competent in the use of firefighting equipment; and • If directed, undertake controlled burning per the approved plans, including fire scar data collection and assisting with wildfires.

- Other land management duties as required.
 - As directed, assist in the implementation of strategies and work plans related to the research and monitoring programs, for example:
 - a. The establishment and maintenance of research and monitoring sites across the sanctuary; and
 - b. Participating in and providing support to scientific staff in relation to conducting baseline biodiversity surveys.
 - Assist in reporting on the effectiveness of AWC’s land management strategies in abating relevant threats and protecting wildlife and ecosystems.

4. Improvement, installation and planning of new infrastructure and assets

Key activities and responsibilities:

- In line with the approved budget and the operational plan, develop plans for new infrastructure as required, including:
 - Obtaining quotes;
 - Competitive selection process;
 - Supervision of contractors/suppliers;
 - Organising the purchase and ordering of new assets in accordance with AWC’s purchasing policies and budget constraints; and
 - Where appropriate, construct and establish new infrastructure.

5. Administration, finance and reporting

Key activities and responsibilities:

- Ensure that all expenditure is in accordance with AWC policies and procedures.
- Ensure all required records and paperwork are retained and, as necessary, submitted to the AWC finance department.
- Ensure that the collection, recording and banking of all revenue is in accordance with AWC policies and procedures.

6. Supervision of staff, volunteers and contractors

Key activities and responsibilities:

- As required, supervise:
 - Other staff;
 - Contractors; and
 - Volunteers.
- Assist with the induction and supervision of volunteers.
- Ensure that you undertake a safety induction, and that you provide the same to any staff, volunteers or contractors for which you have management/supervisory responsibility. Provide appropriate safety induction (i.e. Conditions of Entry) to sanctuary visitors.
- Ensure all relevant policies are complied with in relation to visitors, volunteers and contractors including (but not limited to) occupational health and safety.

- Notify the Sanctuary Manager immediately of all incidents, accidents or near misses and ensure necessary reports are filled out and submitted per the approved AWC policies and procedures within the designated timeframes.

7. Volunteers, visitors and fundraising

Key activities and responsibilities:

- Assist with the volunteer program including:
 - The selection of appropriate people as volunteers;
 - Volunteers are given relevant information before travelling to sanctuary (e.g. on conditions, the tasks they will be asked to perform etc);
 - Volunteers are managed adequately while on sanctuary.
- Assist with the implementation of the approved visitor strategy, as amended from time-to-time.
- Develop, maintain and improve visitor facilities.
- As required, assist in the implementation of fundraising programs including for example, by assisting in the organisation and conduct of donor visits.

8. Safety and Risk Management

Key activities and responsibilities:

- Support the Sanctuary Manager with on-going risk assessments and reviewing the risk management plan for operations. The risk assessments and management plan must aim to protect the health and safety of everyone on sanctuary including you, staff, contractors, volunteers and visitors, as well as minimising public liability risk.
- Support the Sanctuary Manager by ensuring appropriate management of risks in relation to the health and safety of staff, contractors and volunteers.
- Implement and comply with the provisions of the approved management plan. In particular:
 - Ensure the storage and use of hazardous materials and equipment is consistent with accepted safety standards.
 - Ensure that any staff, volunteers or contractors for which you have supervisory responsibility, have undertaken adequate training before they use plant, equipment, tools and/or vehicles.
 - Ensure incident reports (including near miss reporting) are completed in a timely manner per AWC policies and procedures.
 - Maintain a working knowledge of AWC's Safety policies and procedures and regularly review any updates via the AWC intranet.

9. Undertake other tasks, as required

Key activities and responsibilities:

- As required by the Sanctuary Manager, Regional Operations Manager and/or the National Operations Manager, undertake other specified tasks other AWC sanctuaries, or managed areas