



Position Title:	Indigenous Protected Area (IPA) Coordinator - Ganalanga Mindibirrina		Position No:	N45
Group:	Land and Sea Management	Service Area	Caring for Country	
Classification Level:	Senior Professional Officer (SPO)			
Reports to:	Regional Program Coordinator Borroloola-Barkly		Direct Reports:	Nil
Special Measures:	Yes – Priority Consideration will be given to Aboriginal and/or Torres Strait Islander Applicants			
Location:	Darwin or Katherine		Date Approved:	April 2025

## POSITION OVERVIEW

This position will facilitate ongoing cultural and natural resource management planning and activities for the Ganalanga Mindibirrina Indigenous Protected Area and associated program deliverables including the annual work plan and IPA plan of management. This position will work collaboratively with the Traditional Owners, the Ganalanga Mindibirrina IPA advisory committee, the Waanyi Garawa and Garawa rangers, other neighbouring ranger teams and other relevant stakeholders, in particular pastoral stations and agricultural developments in the area.

## KEY RESPONSIBILITIES AND ACCOUNTABILITIES

### LEADERSHIP

- Lead by example and demonstrate a commitment to the NLC's vision, mission, values and Code of Conduct
- Lead by example and maintain compliance with the NLC WH&S Management System and associated policies, procedures and processes ensuring works conducted under your supervision are done in accordance with our WHS legislative requirements.

### STAKEHOLDER ENGAGEMENT

- Provide advice and support to Traditional Owners and NLC staff in the establishment and implementation of the Ganalanga Mindibirrina IPA.
- Represent the Caring for Country Service Area (Ganalanga Mindibirrina IPA) and the NLC at IPA advisory committee and Traditional Owners meetings.
- Liaise with staff of Government Departments, NGOs, community organisations and regional stakeholders on matters relevant to the IPA to ensure compliance and effective delivery of program deliverables.

### SERVICE DELIVERY

- Proactive delivery of the IPA program in accordance with the funding agreement and stipulated time frames.
- Coordinate and collaborate on the implementation of the Ganalanga Mindibirrina IPA Plan of Management and the Waanyi Garawa and Garawa annual work plans.
- Identify and develop governance, business, employment, funding and fee for service activities as articulated by the Traditional Owners and outlined in the Grant Funding Agreement project plan.
- Actively support the Waanyi and Garawa Ranger Coordinators and teams when operating in the Ganalanga Mindibirrina IPA, to plan and deliver on Country projects and activities described in the IPA Plan of Management.
- Develop and coordinate research project partnerships between rangers and research organisations, in line with the aspirations of TOs.
- Ensure all contract and financial compliance and reporting obligations are managed and met.



- Support, where relevant to IPA works, women and youth engagement activities as per the Caring for Country Service Area's Women's Employment Strategy (WES).
- Comply with NLC policy and procedures at both an organisational and operational level, ensuring that appropriate standards and operational protocols are maintained at all times.
- Perform any other reasonable tasks and duties that are required, that are within the scope of your position classification, service area and skill set as required.
- Adhere to the NLC Code of Conduct and work in a manner which is professional, respectful, and collaborative to foster sound working relationships within your immediate team and the broader organisation.
- Actively participate in performance enhancement processes and learning and development requirements of your role.
- Ensure your personal health and safety and that of others by undertaking your duties and tasks in a safe manner.
- Report all hazards and incidents to your direct supervisor immediately and complete all incident reporting requirements within the timeframes specified.

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## POSITION REQUIREMENTS

### ESSENTIAL REQUIREMENTS

- Minimum of four (4) years of relevant practical experience working in land/ parks management and Indigenous Programs or a similar role.
- Proven experience in project management, administration and finance management including grant writing and acquittals as well as in project coordination and implementation to effectively deliver complex projects.
- Sound cross-cultural communication skills with an ability to effectively liaise, engage and coordinate across a diverse range of stakeholders (internal, traditional owners and external organisation).
- Demonstrated understanding of, and interest in, the lived experiences of Aboriginal people in the NLC region.
- Sound written communication skills including assistance with business submissions, work plans, and reporting.
- Ability to travel, live and work in remote locations as a regular part of the job and conduct extended field work.
- Working with Children Clearance (Ochre Card), or ability to obtain one.
- A current NT drivers' licence and ability to operate a 4WD safely in remote locations.

### DESIRABLE REQUIREMENTS

- Degree level qualifications in Natural Resource Management/Community Development or relevant field and /or extensive practical experience in working on Indigenous Programs.
- Knowledge and lived experience of working with Aboriginal people in Borroloola Barkly Regions would be highly regarded.
- An understanding of issues surrounding Indigenous land management of protected areas and experience in Northern Australia's tropical savanna regions.
- Remote first aid.