



Position Title:	Women's Ranger Mentor	Position No:	WREP02
Group:	Land and Sea Management	Service Area:	Business Strategy and Performance (Land & Sea programs)
Reports to:	Women's Engagement Coordinator	Direct Reports:	N/A
Classification Level	Administration Officer 5 - AS05		
Location:	Darwin	Date Approved:	March 2026
Special Measures:	<i>Yes - Priority Consideration Aboriginal and/or Torres Strait Islander Position</i>		

POSITION OVERVIEW

The Women's Ranger Mentor supports the implementation of the NLC's Women's Ranger Strategy 2026-2030. The role provides practical workplace mentoring to women rangers in our Caring for Country (CfC) ranger program to help them stay engaged, build skills and progress in their careers.

The position will work closely with ranger groups, coordinators and communities and ensures work is culturally respectful, safe and empowering for Aboriginal women.

KEY RESPONSIBILITIES & ACCOUNTABILITIES

- Gender Retention & Support for Women Rangers
 - Support the delivery of the Women's Ranger Strategy.
 - Provide regular mentoring and coaching and maintain simple, clear mentoring plans.
 - Help women rangers identify career goals and access training or support services.
 - Advocate for rangers and help address barriers that impact job readiness and performance.
 - Support safe and respectful workplace practices and ensure operations within the CfC team address women's needs.
 - Ensure cultural obligations and relationships are respected in all work activities.
 - Keep accurate records to support monitoring and reporting on Aboriginal women's participation in the ranger workforce.
 - Build strong networks with ranger groups, communities, coordinators and service providers and represent the NLC on working groups and other forums relevant to the position.
 - Support recruitment, job preparation and workplace orientation for women entering the NLC Ranger Program.
- Communication & Training
 - Work closely and collaboratively with all CfC staff in making positive contributions to the NLC's performance.
 - Work collaboratively with Women's Engagement Coordinator and NLC People and Culture Service Area to support policy development and compliance.
 - Support and promote integration of women's issues in the Learning on Country (LoC) program.
 - Manage competing priorities and operate effectively in a dynamic working environment with limited direction.
- Organisational conduct and Compliance
 - Follow all NLC policies and procedures to make sure work is carried out to the right standards.
 - Take on other reasonable tasks within your role, classification, service area, and skills when needed.
 - Follow the NLC Code of Conduct, working in a professional, respectful, and collaborative way with your team and the wider organisation.
 - Take part in performance reviews and any learning and development needed for your role.
 - Look after your own health and safety and make sure your work does not put others at risk.



- Report any hazards or incidents to your supervisor straight away and complete any required reports on time.

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POSITION REQUIREMENTS

ESSENTIAL REQUIREMENTS

- Relevant tertiary qualifications and/or extensive experience in supporting and empowering Aboriginal employees to identify and address barriers to succeeding in work, including demonstrated mentoring, counselling, mediation and conflict resolution skills.
- Knowledge of cultural practices, kinship and Aboriginal Languages.
- Understanding of issues affecting Aboriginal women in remote NT communities.
- Strong mentoring skills including active listening, empathy, problem solving and providing constructive feedback.
- Demonstrated high level cross-cultural, interpersonal and verbal communication skills with an ability to effectively liaise, engage and coordinate an array of stakeholders to build productive working relationships.
- Demonstrated project management experience.
- High professional and ethical standards to work under limited direction and manage priorities.
- Functional computer skills including use of Microsoft Office and ability to prepare clear written documentation such as activity reports, operational records and basic correspondence.
- Current Northern Territory driver's licence with experience in remote 4WD travel and a willingness to undertake travel to remote areas using 4WD vehicles or light aircraft.
- Working With Children Clearance or ability to obtain one.

DESIRABLE REQUIREMENTS

- Familiarity with wellbeing service providers relevant to Aboriginal women in the NT.
- Demonstrated experience in the Indigenous Land & Sea Management sector.
- Awareness and understanding of the overall context in which the NLC operates.