

Position Description



**NORTHERN
LAND COUNCIL**
Our Land, Our Sea, Our Life

Job Title:	Senior Project Officer	Position No:	N30, N33 and N37
Group:	Land and Law	Service Area:	Resources & Energy
Classification Level:	SOGC or SOGB		
Reports to:	Section Manager	Direct Reports:	Nil
Location	Darwin	Date Approved:	November 2023

OUR ROLE

The Northern Land Council (NLC) is responsible for assisting Aboriginal people in the Top End of the Northern Territory to acquire and manage their lands and seas under the Aboriginal Land Rights Act (Northern Territory) 1976 (Cth) and the Native Title Act 1993 (Cth).

Nearly 50 years on we continue to serve over 50,000 Aboriginal people of the Top End and remain committed to enhancing Aboriginal peoples social, political and economic participation by supporting their aspirations and amplifying their voices on a range of issues impacting on their lands, seas, culture and communities.

OUR VALUES

Consult

- With Traditional Owners
- Present and explain options to enable them to make decisions and choices with free, prior and informed consent
- Engage in two-way communication to actively listen and explain meaning

Be Responsive

- To Aboriginal people's needs and effectively advocate for their rights and interests
- Provide effective services to the people we represent and other stakeholders
- Complete actions and tasks in a timely way, be accountable by to the people we represent

Respect

- Aboriginal law, culture and tradition
- Our stakeholders and those who we work with
- Act with integrity, honesty and fairness
- Act in a manner that is appropriate and sensitive to cultural differences

Social Justice

- Promote the rights and participation of Aboriginal people to achieve equity, fairness and opportunity
- Demonstrate strong leadership and advocate on behalf of Traditional Owners

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YOUR ROLE

Senior Project Officers in NLC's Resources and Energy Service Area are responsible for consulting Aboriginal people about proposals for extracting resources on their land and ensuring that their rights are fully protected. Safeguarding these rights applies to the whole project cycle from exploration to closure as well as reinstating rights where projects have been abandoned.

YOUR RESPONSIBILITIES

- Managing multiple projects across the resources and energy portfolio by:-
 - Providing technical assessments of minerals and energy applications, work programs, mine closure plans and related documents;
 - Administering granted titles and applications for minerals & energy exploration and production in accordance with the Aboriginal Land Rights (Northern Territory) Act 1976 (ALRA) & Native Title Act 1993 (NTA), including the planning, scheduling and facilitation of on-country consultations;
 - Financial management of contracts including the recovery of costs associated with projects;
 - Preparing information, for other NLC sections to facilitate their engagement with projects being considered or undertaken;
 - Liaising with stakeholders including government agencies and resources companies and their representative bodies;
 - Liaising and consulting with Aboriginal people about their rights with respect to resource development;
 - Participating in negotiations with resource companies
 - Monitoring and auditing Company work programs throughout the project cycle.
- Monitor and review resource company reports and project activities for compliance with the ALRA and NTA.
- Research and review NLC submissions in response to regulatory, policy and other industry reforms.
- Adhere to NLC's Code of Conduct and work in a manner which is professional, respectful, and collaborative.
- 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 and complying with NLC's WHS management system and associated policies and procedures.

POSITION REQUIREMENTS

ESSENTIAL REQUIREMENTS

- A degree in a relevant discipline such as earth and natural science, engineering, sociology, anthropology, business or extensive industry experience.
- A minimum of three (3) years' experience including project management in a similar role.
- Knowledge and understanding of the relevant legislation affecting Aboriginal land and sea management including the Aboriginal Land Rights (Northern Territory) Act 1976 (Cth.) and the Native Title Act 1993 (Cth.)



- Sound level of interpersonal skills with an ability to communicate effectively, including consulting, liaising, negotiating, and facilitating meetings with Aboriginal people, as well as with staff, consultants and external organisations.
- Proficient ICT literacy skills including familiarity with Content Management Systems and Microsoft Office 365 and associated software.
- Current C Class Drivers Licence and the ability to undertake remote travel in a manual 4WD vehicle or light aircraft.

DESIRABLE REQUIREMENTS

- Post graduate qualifications in a relevant discipline.
- Experience in at least one of these sectors: onshore petroleum; energy and /or minerals.
- Knowledge of key legislation and government policies for the resources sector.
- Working knowledge and understanding of Environment Social & Governance (ESG) frameworks and environmental management systems and principles.
- Previous experience working with Aboriginal people in the NLC region.