



<b>Job Title:</b>	Ranger Coordinator (Numbulwar)	<b>Position No:</b>	NT78
<b>Group:</b>	Caring for Country	<b>Service Area:</b>	Land and Sea Management
<b>Classification Level:</b>	Professional Stream – Professional 2 (PO2)		
<b>Reports to:</b>	Regional Program Coordinator Arnhem	<b>Direct Reports:</b>	Numbulwar Ranger Team

## POSITION OVERVIEW

The Ranger Coordinator (Numbulwar) position is responsible for working closely with NLC Caring for Country (CFC) Service Manager and CFC Program staff, ensuring that the integration of Traditional Owner insights and stringent WH&S standards are at the forefront of all land and sea management activities.

This role is pivotal in conducting in-depth consultations with Traditional Owners to understand and prioritize their interests and goals for the South East Arnhem Land Indigenous Protected area. These consultations are crucial for shaping the planning and implementation phases of land and sea management projects.

Additionally, this position demands a strong commitment to Work Health and Safety (WH&S). The incumbent will be responsible for fostering a culture of safety and wellbeing, ensuring all activities comply with WH&S policies and legislations. This includes leading by example, promoting safety initiatives, and ensuring that all operations on the South East Arnhem Land Indigenous Protected Area are conducted in a manner that prioritizes the health and safety of the team and the community.

## KEY RESPONSIBILITIES AND ACCOUNTABILITIES

### LEADERSHIP

- Lead by example and demonstrate commitment to the sections service delivery in alignment with NLC's vision, mission, values and business priorities.
- Actively contribute to the overall culture of the NLC by adopting the principles of the NLC People Centred Care and Leadership model, enabling positive contributions to enhance employee engagement and job satisfaction with the section.
- Lead, motivate, develop, and empower team members to deliver in accordance with the Service Area priorities, and section area objectives, within a framework that drives accountability and achievement.
- Ensure unit leaders and the service team staff have a clear understanding of their responsibilities, and encourage open and honest, two-way communication at all levels.

### STAKEHOLDER ENGAGEMENT

- Cultivate and maintain collaborative relationships with Traditional Owners (TO) to support the NLC TO centric relationship model and section deliverables.
- Build and maintain relationships with all relevant government agencies and other internal and external stakeholder to ensure compliant and effective delivery of unit service deliverables.
- Actively assist and implement any authorised operational change in order to facilitate ongoing stakeholder commitment to outcomes.

### UNIT OPERATIONS

- Lead, coordinate and monitor the units operational service outcomes and performance in accordance with Numbulwar ranger operational plans and NLC requirements.
- Consult with Traditional owners and NLC constituents to develop, implement and deliver on Numbulwar ranger annual work plans.
- Supervise all operational works associated with the Ranger Station such as but not limited to: -



- Weed management activities
- Fire management activities
- Sea country patrols and marine monitoring activities
- Fee for service contracts
- Provide the appropriate level of supervision, support, guidance, mentoring and operational processes to support unit and staff performance to standards required.
- Ensure all team members are adhering to all relevant compliance, governance, legislative and organisational requirements and standards.
- Maintain unit associated administrative and record keepings task to standard
- Complete all unit performance reporting and other reporting requirements to standard and within required timeframes.

### **PEOPLE MANAGEMENT**

- Foster and maintain a People Centred Care management culture ensuring all people management practices are adhered to in accordance with our leadership model, policy, process under the guidance of senior leadership and P&C Advisory services.
- Maintain accountability and responsibility for:
  - Recruitment of vacant positions in the section
  - The performance management of direct reports in accordance with the position requirements and NLC's organisational objectives
  - The rostering of resources, timesheets and leave approval
  - Actively supporting relevant Learning and development activities to enhance the service delivery of your team
- Assist with the implementation of key transformative people related initiatives that are designed to guide the NLC into a space of contemporary and culturally safe practice whilst the NLC strives to realise its 'Activating Land and Sea Rights' and 'Building the Bush' strategies.

### **WORK HEALTH AND SAFETY**

- Lead by example and cultivate a work culture and environment that prioritises the wellbeing, health and safety of our staff people centred care and leadership framework.
- Maintain unit compliance and provide a safe working environment in accordance with, the NLC WH&S Management System and associated policies, procedures and plans ensuring you are fulfilling your duty of care in accordance with the legislative requirements.
- Actively support the review and investigation of critical as well as non-critical incidents and other hazards or risks identified timely manner.
- Promote and support organisational work health and safety initiatives

## **POSITION REQUIREMENTS**

### **ESSENTIAL REQUIREMENTS**

- Minimum Certificate IV level Tertiary qualifications (for example: Conservation and Land Management) in a relevant field or extensive relevant and equivalent experience
- Minimum of two (2) years relevant supervisory experience leading a team
- Sound knowledge and understanding of Aboriginal land and sea management issues, and opportunities and constraints affecting Aboriginal people's involvement.
- High level cross-cultural, interpersonal and verbal communication skills with an ability to effectively liaise, engage and coordinate across an organisation and to build productive working relationships with work colleagues, constituents and external stakeholders.



- Previous experience in undertaking Traditional Owner consultations and in the development of land and sea management projects, ideally with Aboriginal people but other cross-cultural experience may be relevant).
- Demonstrated understanding of, and interest in, the lived experiences of Aboriginal people in the NLC region.
- High-level problem-solving skills and experience in dispute resolution/conflict management, community liaison as well as flexibility and the ability to carry out physical work in remote Northern Territory settings.
- Demonstrated experience in asset management and basic maintenance of equipment.
- Sound written communication skills to produce reports, manage budgets and other documentation within required deadlines
- Sound computer literacy skills in Microsoft Office Suite and other relevant software programs
- A current NT drivers' licence and ability to drive a 4 Wheel Drive vehicle.

#### **DESIRABLE REQUIREMENTS**

- Diploma in Conservation and Land Management or relevant equivalent qualifications.
- Knowledge and understanding of community development frameworks and methodologies.
- Ability to acquire a working knowledge of Aboriginal Land Rights Act (NT) 1976 and Native Title Act 1993.
- Hold or have the ability to acquire a Coxswain II qualification to operate ranger vessels.

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**Date Finalised: May 2024**