



Job Title:	Learning on Country Manager	Position No:	N61
Group:	Land and Sea Management	Service Areas:	Learning on Country
Classification Level:	Senor Officer Grade B (SOGB)		
Reports to:	General Manager Land and Sea	Direct Reports:	Program Coordinators / Project Officer

POSITION OVERVIEW

The Learning on Country (LoC) Manager's position is responsible for the effective development, implementation and management of the LoC Program to ensure the program provides culturally appropriate two-way education for secondary Aboriginal students in remote communities. The program management has moved into a consolidated growth stage where delivery aligns with the NLC Strategic and Corporate Plans and the LoC Strategic Plan as well as funding and program partner agreements and Indigenous governance arrangements.

The role operates in a complex collaborative environment and requires significant stakeholder and partnership management. The program model is based on high levels of Indigenous governance at the individual community level and with an all-Indigenous LoC steering committee that provide direction to the role. As such the LoC program manager will be active at a community level for at least 30% of their time.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

LEADERSHIP

- Lead by example as a motivating force in NLC's representative role, advocacy role and our statutory functions and drive delivery of the program in accordance with NLC's vision, mission, values and strategic priorities relevant to the Service Area deliverables.
- 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 across the Service Area.
- Lead, motivate, develop, and empower the LoC teams to achieve program strategies and objectives within a framework that drives accountability and achievement.
- Provide strong leadership, strategic and operational advice to the NLC's senior management team and Executive Members in the delivery of culturally appropriate, effective and client focused solutions, with a focus on continuous improvement in program delivery.
- Ensure LOC service team staff have a clear understanding of the program and their responsibilities, and encourage open and honest, two-way communication at all levels.

STRATEGY

- Continue to review and assess the LoC Program in order to identify new strategies, initiatives, and innovative courses of action to foster a culture of continuous improvement,
- Provide strategic guidance on governance enhancing initiatives to ensure the LoC Program is effectively addressing community and program partner priorities.
- Develop time bound, action-oriented implementation plans across the program to ensure the achievement of the stated strategic priorities and direction.

STAKEHOLDER ENGAGEMENT / RELATIONSHIPS and ADVOCACY

- Cultivate and maintain collaborative relationships with Traditional Owners (TO) to support the NLC TO centric relationship model through effective engagement in the field.



- Build and maintain relationships with all relevant government agencies and other internal and external stakeholder to ensure compliant and effective delivery of program deliverables.
- Actively work with program partners to support the development and implementation of teaching and learning initiatives that strengthen employment pathway approaches.
- Ensure appropriate secretariat support if provided to the LoC Steering Committee so that members are provided with timely, effective and strategic advice to make decisions in the best interest of the LoC Program
- Actively assist and implement any change agendas and continuous improvement as informed and required by senior management in order to facilitate ongoing stakeholder commitment to outcomes.
- Provide a high-level of advocacy support, problem solving and critical issues management to NLC Management and LoC Program partners and stakeholders.

OPERATIONS

- Effectively manage the LoC program to ensure its operational activities meet partnership expectations, whilst providing administrative transparency, financial accountability and grant and contract management requirements are complied with.
- Lead the development and implementation of policies, effective communications and management strategies, business processes and tools that will assist the LoC Programs to achieve strategic and operational priorities.
- Lead the development and implementation of LoC Program Monitoring and Evaluation Framework ensuring its effectiveness is assessed in terms of Indigenous values and adaptive management processes.
- Actively work with program partners to support the development and implementation of teaching and learning initiatives that strengthen employment pathway approaches.
- Provide the appropriate level of supervision, support, guidance, mentoring and operational processes to support LoC program delivery and staff performance to the standards required.
- Ensure the team members are
- Promote and support organisational work health and safety initiatives.
- adhering to all relevant compliance, governance, legislative and budgetary requirements within their operational delivery.
- Assist with the completion of reporting requirements in relation to the LoC Program and any other statutory obligations and other external / internal reporting requirements and 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 and using best practice methodologies and pathways across the Service Area.
- Maintain accountability and responsibility for:
 - recruitment of vacant positions within the team
 - the performance management of direct reports in accordance with the position requirements and NLC's organisational objectives
 - nurturing and developing talent, business continuity plans and workforce succession planning
 - 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 both our staff and constituents embracing our people centred care and leadership framework.
- Maintain Service Area compliance with, 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 review and investigate critical as well as non-critical incidents and other hazards or risks identified in a responsible and timely manner and support organisational initiatives.
- Promote and support organisational work health and safety initiatives.

Our Land, Our Sea, Our Life



POSITION REQUIREMENTS

ESSENTIAL REQUIREMENTS

- Bachelor Degree in a relevant field (Education, Environment, Community Engagement, Community Development) or equivalent lived experience
- Minimum of two (2) years leadership experience in program management, delivery and staff supervision.
- Minimum of five (5) years' relevant practical experience working in program design and delivery.
- High level cross-cultural, interpersonal and verbal communication skills with an ability to effectively liaise, engage and coordinate across an array of stakeholders (internal, traditional owners and external organisation) to build productive working relationships.
- Solid understanding of, and interest in, the lived experiences of Aboriginal people in the NLC region.
- Excellent written communication skills including submissions, business communication and reporting.
- Computer literacy skills in Microsoft Office Suite and other relevant software programs.
- A current NT "C" class manual driver' licence.
- A current Working with Children Clearance Notice (Ochre Card) or ability to obtain same is a requirement of this position.

* This role involves significant travel to remote areas using 4WD vehicles and the ability to safely drive a manual 4WD drive vehicles in an array of conditions.

DESIRABLE REQUIREMENTS

- Understand contemporary qualitative processes in order to lead the development and implementation of LoC Program Monitoring and Evaluation Framework and its broader application to the Indigenous Ranger Program, ensuring its effectiveness is assessed in terms of Indigenous values and adaptive management processes.

Date Approved: 28th October 2024