



POSITION DESCRIPTION

LANDS MANAGER \$90K (Katherine)

Closing 13/07/2018

The Corporation

The Jawoyn Association Aboriginal Corporation has a vision to represent and advance the views and aspirations of the Jawoyn people over the management, protection, control, and development of traditional Jawoyn lands.

The Jawoyn Association Aboriginal Corporation was established in 1985 as the representative body for the Jawoyn Aboriginal traditional owners.

The Jawoyn Association's comprehensive human services, cultural and land management programs, business enterprises and forward planning with a vision for economic independence provides support, employment and training for Jawoyn people.

The organisation is a not for profit corporation and is governed by the Corporations (Aboriginal & Torres Strait Islander) Act 2006. Our members are committed to involving the community in decisions that affect their lives and their land.

The Role

Traditional Jawoyn Country extends from the Regional Centre of Katherine, north-west to the town of Pine Creek, south to the town of Mataranka, and north-east arc to encompass south-west Arnhem Land, the southern part of the world heritage Kakadu National Park and all of Nitmiluk National Park. More than 2500 Aboriginal people live in our communities of Beswick, Barunga, Kybrook, Werenbun, Jodetluk, Manyallaluk, Rockhole, Binjari, Kalano and Jilkminggan and members live in the towns of Katherine and Pine Creek. Many other tribal groups live in our communities.

Jawoyn rangers have been caring for country, by incorporating traditional values and culture with the latest in scientific practice, since the late 1990s. The ranger program is a successful model to achieving our broader core values of managing country effectively, building employment and education opportunities, and protecting rock art and cultural sites of significance.

Operating out of Jawoyn headquarters in Katherine, with a rural base at Barnatjarl, we have 10 permanent rangers supported by a full-time coordinator, fire project officer and ranger mentor. In the dry season, there are more than 40 rangers working on our programs. Our program now includes the Mangarriyi Rangers from Jilkminggan that will be working under the organisational administration of Jawoyn Association.

Key Programs

Fire management and greenhouse gas abatement forms a large part of our work. Jawoyn were an early participant in carbon economy. Together with four other Arnhem Land ranger groups, we contributed to the successful West Arnhem Land Fire Abatement (WALFA) project, which pioneered the savanna burning approach to emissions reduction. From 2006, we worked with scientists and landowners across Arnhem Land to determine how traditional fire management reduces uncontrollable wildfires and cuts greenhouse gas emissions. Since the formation of WALFA we have initiated savanna burning projects across all our land including Jawoyn Fire Project 1 and 2, the first joint management fire project in a National Park and on the Beswick Land Trust.

Jawoyn association also auspices Banatjarl Strongbala Wumin's Grup which formed in 2003 to promote family wellbeing, healing and culture. The group has grown to include indigenous women from all other surrounding clan groups across Jawoyn country. In 2012, the group began growing a Bush Medicine Bush Tucker Garden out at "Banatjarl" (King Valley Station).

The Land manager will be critical to the planning, implementation and monitoring of a number of work plans and budgets that we use for our Land Management Program, these include:

- Working on Country (WoC)
- Western Arnhem Land Fire Management Agreement (WAFMA)
- Arnhem Land Fire Abatement (ALFA)
- Jawoyn Fire Project 1 and 2.
- Nitmiluk and Beswick Fire Project
- Aboriginal Ranger Grants Program NT
- Territory Conservation Agreement (TCA)

Jawoyn Association has gone through a Healthy Country Planning Process with a 10 year plan ready to be activated in the new financial year with a dedicated

budget. The plan will be used to guide the Association's work, direct the Jawoyn Ranger Program and engage with government agencies and other stakeholders in natural resource management. In addition, it will guide land use negotiations and decision makers when considering the future of economic development across Jawoyn Country.

Key Responsibilities

This position is responsible for ensuring that Jawoyn operates at the leading edge of operational efficiency and service quality whilst supporting Land Management programs to deliver strategic and operational priorities.

Key responsibilities include:

- High level finance and administration including contract management and reporting.
 - Ability to seek, apply for and manage appropriate grants, tender for projects apply for fee for service contracts.
 - Demonstrated ability to successfully purchase and install infrastructure, plant and equipment, and maintain it.
 - Demonstrated high level written and verbal communication skills including a demonstrated ability to provide advice to, consult with, and effectively facilitate communication amongst Aboriginal people, the scientific community, government agencies and other external bodies.
 - Demonstrated effective human resource and team leadership experience, including facilitating change in the workplace and being an effective team leader
-

Selection Criteria

- Be responsible for the delivery of the Healthy Country Plan and support the Board to effectively govern the plan and ensure that strategic and operational goals are achieved.
- Support and supervise ranger teams in weekly planning and implementing seasonal activities.
- Develop further paid environmental activities (fee for service) that will support a sustainable funding stream for the future of the Land Management Program.
- Liaise and maintain strong business relationships with key stakeholders and project partners in a professional, accurate and informative fashion.
- Work cooperatively with small teams to meet objectives.

- Develop and implement additional practical projects aligned with Healthy Country Plan and partner agencies priorities.
 - Lead teams of rangers and Traditional owners on practical cultural and conservation projects, such as rock art documentation ensuring their safety and welfare by adhering strictly to cultural protocols and OH&S policies and procedures.
 - Demonstrate knowledge and experience of cultural and natural resource management activities including flora and fauna monitoring, road construction/maintenance, fencing, cultural site restoration.
 - Active participation in implementing fire management and wildfire response.
 - Implement an education program including school visits and excursions.
 - Manage and respond to all incoming enquiries in a timely and accurate fashion.
 - Develop and maintain new and current networks for recruitment.
 - Prepare media releases, articles and relevant information for print and electronic media, including social media such as Facebook, twitter, Blogs
 - Prepare presentation materials such as powerpoint presentations, posters and pamphlets to promote projects.
-

Reporting Relationships

- The Land Manager is responsible to the Chief Executive Officer.
 - The Land Manager will work with and report to the Board of Directors and external Consultants and Direct with Members as required.
 - The position works with a high degree of autonomy and responsibility.
-

Organisational Environment

- Jawoyn Association Aboriginal Corporation (JAAC) is a self-funding not for profit organisation incorporated through the Corporations (Aboriginal and Torres Strait Islander) Act 2006 (CATSI Act).
- JAAC delivers services and programs to benefit Jawoyn members and manage the Jawoyn lands.
- JAAC is responsible for protecting and promoting the needs and interests of the Jawoyn members and people living on Jawoyn lands.
- This is a unique opportunity to work for a key representative body in indigenous affairs.
- Together, with the Board and Chief Executive Officer, assure the accomplishment of Jawoyn Association's mission and vision, the accountability to its members and other stakeholders.

Occupational Health, Safety and Welfare

Contribute to Jawoyn's occupational, health and safety responsibility by:

- Communicating and updating WH&S responsibilities, policies and procedures to all staff;
- Providing advice on WH&S matters including those impacting on contractors, volunteers and visitors;
- Ensuring the Executive Officer as the "responsible officer" under the legislation, is promptly informed by staff of any serious or reportable WH&S matters;
- Ensuring, as far as practicable, a hazard free work environment and a proactive approach to injury management;
- Assist in Identifying WH&S training needs;
- Assisting with any WH&S audit, data collection or investigation;
- Ensuring office resources are maintained in safe working condition;
- Identifying and addressing building, equipment, safety and security issues;
- Facilitating all emergency arrangements and activities;
- Participating on any required formal WH&S meetings.

Hours of Engagement

- The Lands Manager position is primarily Monday to Friday 8:00am to 4:30pm (37.50 hours per week).
- 25 Days Annual Leave, 10 Days Personal Leave.
- Some out of hours, on country, intrastate and interstate work will be required (TOIL system used).