

Project Officer Land Management

Across all Land Management Programs

Position:	Casual Project Officer Land Management
Position Level:	Level 3: Salary in accordance with the APY Enterprise Agreement
Responsible to:	Reports to the Land Management Manager
Location:	Anangu Pitjantjatjara Yankunytjatjara (APY) Lands, SA

Duties

Working with Anangu, IPA and Warru (Black footed wallaby) Coordinators in spectacular country, the casual part time Project Officer supports the Land Management Program to deliver the management of IPA and Warru programs in the APY lands. *(2 days a week with longer periods during camp and field activities)*

The Project Officer works under the guidance of the Land Management Manager and closely liaise with the IPA and the Warru Coordinators to coordinate the meeting and training programs of the IPA and Warru Steering Committees. You also provide logistics, risk assessment and support planning for the remote Camps for Warru (4 camps) and threatened species (2 Camps).

You will support Land Management Planning days and trip preparation to events outside of the APY Lands.

You will also develop an Anangu ranger to be a Malpa (Cultural advisor) and a future project officer for this role

Regular liaison with traditional owners, IPA Coordinators, rangers, the Warru coordinators and contractors is required across the whole of the APY Lands.

Note this is a physically demanding role working in harsh conditions and camping out. There is also a high percentage of time driving in 4WD vehicles over rugged areas across the APY Lands

Main Duties:

Work in a cross-cultural environment

- Regularly communicate with and listen to Anangu Traditional Owners to ensure their inclusion in IPA and Warru Steering Committee meetings
- Together with the Steering Committee and other Land Management staff ensure the plan requirements for the financial year are clearly written and disseminated.
- Employ communication techniques appropriate to cross-cultural environments
- Collaborate with Anangu and service providers in small and remote communities
- Liaise with the Chairs of the Steering Committees to ensure all the planning and notifications for the meetings are undertaken.
- Work with Land Management and Anthropology in developing a new Warru Steering Committee

- Participating in and facilitate a range of meetings with Traditional Owners, IPA Rangers, APY Staff and External Stakeholders;
- Maintains networks outside the Lands in the field of NRM and Indigenous Land Management, including with scientists, experts, other ranger groups and organisations
- You will also develop an Anangu ranger to be a Malpa (Cultural advisor) and a future project officer for this role

Manage Field Operations

- Ensuring all field work equipment, project resources, vehicle and APY property are maintained in good condition;
- Managing operational logistics, such as timely sourcing, ordering and ensure the maintaining supplies, risk assessment for camps and the meetings.
- Facilitate training opportunities for the Steering Committees.
- Operate a fully equipped 4WD vehicle, ensure that the vehicle is maintained, and all vehicle safety procedures are followed by all staff and rangers.
- Ensure all APY Work Health Safety policies are adhered to during all activities, including remote safety check-in procedures

Project Data Collection and Reporting

- Ensure there are accurate records and reports of meetings and events and camps for use by APY and the Steering Committees
- With Anangu, promote the IPA work through newsletters, radio, social media, presentations and interactions with community and school groups

Other Duties

- Supporting and managing consultants, researchers and contractors supporting the Steering Committees
- Adhere to appropriate practices and procedures and work within the APY Code of Conduct
- Carry out a range of additional Land Management tasks, as directed, such as helping other Ranger teams with large field trips and policy development
- Administrative duties

Working Relationships

- Works under the guidance and reports to and receives direction from the Land Management Program Manager, through the General Manager
- Works in close collaboration with the Warru Program Coordinator to ensure the funding contract goals regarding meetings of the IPA and Warru Steering Committees are met
- Works with other APY Administration, staff and APY Programs
- Maintains good working relationships with traditional owners of Aboriginal land, native title holders and residents of other Aboriginal communities.
- Maintains good working relationships with other Government and Non-government service providers on the APY Lands
- Maintains networks outside the Lands in the field of NRM and Indigenous Land Management, including with scientists, experts, other ranger groups and organisations

Essential

- History and experience of Project work in a similar role
- Previous experience working with Indigenous people in remote Aboriginal Communities
- Ability to live and work in a remote location and in extreme conditions
- Ability to employ communication techniques appropriate to cross-cultural environments.
- Ability to work independently in carrying out position responsibilities.
- Experience of using different technologies (iPad, photos, etc), collect and store data on activities.
- Written and verbal communication skills.
- Good organisational, project and budget management skills
- Ability to be flexible and adaptable.
- Current SA or NT Driver's Licence
- Experience in supporting and developing Anangu into the workplace.

Qualification/Education

- Certificate 111-IV or and or/ relevant experience
- Or relevant qualifications with experience

Desirable

- Relevant work-related or extensive work experience in similar environment
- PC literacy
- Project Management Skills
- An understanding of the Anangu Pitjantjatjara Yankunytjatjara Land Rights Act 1981
- Previous experience in the field desirable
- 4WD experience or willing to learn.
- Ability to managing consultants, researchers, and contractors to run specific activities or training with Anangu.

General Conditions

- This is a casual two (2) day a week position
- As per the APY Enterprise Agreement
- National Police Clearance / Working with Children check required

*****To apply for this position please address all points in the Essential criteria*****