



Anangu Pitjantjatjara Yankunytjatjara

Job and Person Specification

APY Women Work Project Coordinator

Indulkana

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| Position: | Women's Work Project Coordinator |
| Position Level: | Level 3 Salary in accordance with the APY Enterprise Agreement |
| Responsible to: | Reports to the Land Management Manager |
| Location: | Umuwa and Indulkana, Anangu Pitjantjatjara Yankunytjatjara (APY) Lands, SA |

The Warkaku Minyma (Womens work) coordinator will take a lead role in developing and managing a new Women Rangers Work Program in Indulkana Community and linking to other women rangers across APY. This project is focussed on developing Land Management skills for Women Rangers whilst looking after country. You will need to be able to support women travel to cultural places that only women can visit. You will work closely with the training coordinator to support Women to gain both accredited training (Cert 2 Conservation and Ecosystem Management) and non-accredited skills. This position will work alongside a newly established Steering Committee drawn from the Community. It will require support for the development of a new Healthy Country Management Plan which will then provide ongoing guidance for the operations of the project. This position involves facilitating the use of both Indigenous ecological knowledge and contemporary Land Management practices. The position reports to the Program Manager through the operations coordinator.

This position will make a meaningful difference to women and families in the Indulkana community through creating employment. It will make positive change to empower individuals and hence families in community. At the same time the cultural and desert experiences will enhance your skills and understanding of a different world view. It is a role that fosters deep connections and learning as you immerse yourself in the oldest continuing culture and learn the rich history and ecology of the desert.

Initially the position will commence in Umuwa where the candidate will be inducted into the Land Management Programme, get to know the rest of the team and receive guidance and support to establish the new project. The ongoing position will be based in either Marla or Indulkana with a vehicle provided for commuting to work.

***To apply for this position please address all points in the 'Our Ideal candidate' section ***

Key Duties

- With the guidance of the Program Manager, coordinate the steering committee and conduct community consultation to establish a new Healthy Country Plan (HCP) with the help of an outside contractor.
- Once established, supervise and coordinate the day-to-day activities of the Minymaku Warka Program taking a lead role in strengthening Women Rangers capabilities and skills to care for country.
- Plan, supervise and participate in field activities in locations around Indulkana in accordance with Healthy country Management Plan
- Work with and mentor the Ranger team to develop their personal skills and work ethic.
- Support Anangu Women to increase their capacity in taking an increased responsibility in participating in the project including the appointment of a Lead Ranger
- Work in cooperation with the Training Coordinator to implement the training program.
- Ensure effective day-to-day administrative management of the ranger program including timesheets, casual rangers and Traditional Owner payments
- Provide work reports to Program Manager in compliance with contractual requirements for the program including small fortnightly activity reporting
- Have oversight of budgets to manage assets including procurement of assets responsibly to ensure effective program delivery within budget
- Participate in the development of a Women Ranger Strategy to grow a strong network of women rangers across the APY Lands
- Ensuring all field work equipment, project resources, vehicle and APY property are maintained in good condition
- comply with all APY policies and procedures including APYs HR, WH&S and Finance and Administration policies.

Working Relationships

- Works under the guidance of the Land Manager Program Manager in Umuwa to support delivery of CEM Certificate and other skill development opportunities.
- Works in close collaboration with the Indulkana based Training Coordinator
- Works in close collaboration with the APY Land Management Ecologist to ensure ecological goals and data collection procedures are being met
- In the establishment phase you will work closely with APY CHU and Meeting Coordinator
- Maintain good working relationships with Community members and residents of other APY communities.

- Maintain networks outside the Lands in the field of NRM and Indigenous Land Management, including with scientists, experts, other ranger groups and organisations.
- Work with local community organisations such as the TAFE, School and Art Centre.

Who we are looking for

The ideal candidate would have

- a relevant Qualification and/or experience in Cultural and Natural Resource Management
- Ability to work Independently with initiative and self-direction as well as work collaboratively as part of the Land Management team.
- Practical experience in an Indigenous Community environment with demonstrated ability to communicate and consult in a culturally appropriate way.
- A keen interest in the ecology of Central Australia and a desire to work in a remote environment
- Communicate effectively with a range of Indigenous and non-Indigenous stakeholders
- Demonstrated experience in project administration, finance management, managing staff and assets
- Willingness and ability to undertake safe regular remote travel including camping. The role is based at Indulkana but with regular travel to other communities and Work areas (2-3 hours' drive from base)
- Possess good verbal and written communications skills including the ability to write reports for a range of audiences
- Current Valid driver's License (manual) and experience driving in off road conditions
- Ability to live and work in a remote location and in extreme conditions
- First nations persons are encouraged to apply

Salary and Conditions

Full time position, Level 3 Salary in accordance with the APY Enterprise Agreement.
Required – National Police Check and Working with Women and Children's check

Other Information

Details of the APY Lands and the communities within these Lands, can be obtained from the following website:- www.anangu.com.au.

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To obtain a copy of the job and person specifications please request to officemanager@anangu.com.au.

Please address your enquires to Neil Collins at neil.collins@anangu.com.au