



## Job Description : Regional Land Management Coordinator

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<b>POSITION TITLE:</b>	Regional Land Management Coordinator
<b>POSITION NUMBER:</b>	LM003, LM004, LM005, LM006, LM050
<b>CLASSIFICATION LEVEL:</b>	SOG C
<b>POSITION LOCATION:</b>	Alice Springs
<b>RESPONSIBLE TO:</b>	Manager, Land Management
<b>LAST REVIEWED:</b>	February 2023

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### KEY FUNCTIONS

*This position is responsible for coordinating a diverse team of land management professionals and their teams. Working across a large geographic area, the coordinator ensures that their team members are meeting the objectives of the Central Land Council (CLC) corporate plan, ensures effective delivery of externally funded contracts, including Aboriginal ranger groups and Indigenous Protected Areas, assists CLC in meeting its statutory requirements and facilitates technical advice, land management support and advocacy for traditional owners.*

### SPECIFIC ROLE RESPONSIBILITIES AND DUTIES

1. Coordinate, monitor and support a regional team to meet organisational objectives including: recruitment, funding obligations, performance and wellbeing, learning and development, work health and safety.
2. Ensure the effective operation of community based ranger groups and Indigenous Protected Areas by meeting financial, employment, operational and reporting requirements, supervising operational staff and ensuring that Aboriginal people from relevant communities are engaged in program management.
3. Provide strategic direction to a regional team and facilitate the delivery of land management functions, particularly statutory requirements such as pastoral management and joint management.
4. Contribute to the effective operation of the LM section by participating in planning, policy updates and process improvements.
5. Provide support to Aboriginal people as defined by the CLC corporate plan and Land Management section business plan.
6. Empower Aboriginal people to make informed decisions regarding the management of their land by facilitating knowledge sharing and providing expert advice where required.
7. Coordinate initiatives to address unresolved Aboriginal land needs, and facilitate projects which help Aboriginal people realise their land management aspirations.
8. Support your team to consult Aboriginal people on their views of land management, conservation, environmental, land use and development issues affecting their land and formulate advice to relevant agencies or proponents as required.
9. Ensure timely completion of internal and external reports as directed.
10. Establish and maintain effective liaison with external agencies and other operational sections within the organisation.
11. Assist in the development of appropriate skills, experience and expertise of Aboriginal staff.
12. Other duties that are safe, legal, logical and responsible with being within limits of employee's skill, competence and training consistent with the classification structure.

### MONITORING AND COMPLIANCE REQUIREMENTS

- Aboriginal Land Rights (NT) Act, 1976
- Northern Territory Aboriginal Sacred Sites

- Act
- Native Title Act,1993
- CLC Corporate Plan
- CLC Enterprise Agreement and Code of Conduct
- CLC Risk Management Plan
- Industrial Relations Legislation
- Public Governance, Performance and Accountability Act 2013 (PGPA Act)
- Work Health & Safety Act (Cwth) 2011
- Workers Compensation Legislation
- Anti-Discrimination and Privacy Legislation and
- CLC Policies and Procedures

### **WORKING RELATIONSHIPS**

- Reports to and receives direction from Manager – Land Management
- Work collaboratively with all other staff of the Land Management section in making positive contributions to the CLC’s performance
- Works closely and collaboratively with other operational sections of the CLC in performing the functions of the position and to facilitate the delivery of organisations overall objectives; and
- Develops and maintains good working relationships with CLC constituents, partner organisations, and government and non-government agencies relevant to the functions of the positions

### **EXTENT OF AUTHORITY**

- Financial authorisation as per the CLC Purchasing and Procurement Policy

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## SELECTION CRITERIA

### ESSENTIAL

1. Experience supporting a team to face challenges, personally grow and understand performance expectations.
2. Strategic planning and prioritisation skills with experience leading a team towards organisational objectives.
3. Demonstrated ability to work with a team to complete projects on time, to budget and with a minimum of supervision.
4. Experience with participatory planning approaches.
5. Good interpersonal skills and the ability to communicate complex ideas effectively to a broad range of stakeholders.
6. Demonstrated ability to respond to unforeseen challenges with high level of personal responsibility
7. Knowledge of Aboriginal society and culture and an understanding of relevant issues in the contemporary Australian context. Comparable experience with other indigenous cultures in a remote setting will be considered
8. A current Australian driver's licence and the ability to operate four-wheel drive vehicles safely in remote localities.
9. Must hold (or be capable of holding and apply for) an Ochre Card from SafeNT and undertake a National Police Certificate assessment if required.

### DESIRABLE

1. Relevant tertiary qualifications, demonstrated professional competence and experience at a senior level in applied ecology, cultural and natural resource management, land use planning or related fields.
2. Familiarity with programs and legislation relating to indigenous land use, natural resource management and land acquisition in the NT, including the *Native Title Act 1993*, *Aboriginal Land Rights (NT) Act 1976*, or experience elsewhere working in a comparable legislative framework.
3. An understanding of issues surrounding co-operative management of protected areas.
4. Experience working in remote areas
5. Experience working in an Aboriginal Organisations or cross-cultural environment.
6. An awareness and understanding of the overall context in which the Central Land Council operates.

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APPROVAL DATE: 21 February 2023