



North Australian Indigenous Land and Sea Management Alliance

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Looking after Our Country... Our Way

POSITION DESCRIPTION

POSITION TITLE:	Senior Project Coordinator – Protecting Country Against Invasive Species Program
LOCATION:	Darwin or Townsville
REPORTING TO:	Manager, Science and Research
CLASSIFICATION:	Senior Project Coordinator (\$110,000 - \$120,000)
PREPARED:	December 2023

Northern Australian Indigenous Land and Sea Management Alliance (NAILSMA) Background

NAILSMA is an Indigenous-led not-for-profit company that operates across northern Australia to assist Indigenous people manage their country sustainably for future generations. We provide Indigenous leadership in the delivery of large-scale and complex programs that meet the environmental, social, cultural, and economic needs of Indigenous people across northern Australia. **NAILSMA seeks to employ Indigenous people as a priority and will prioritise Indigenous candidates for this position.**

Position Overview

NAILSMA and the Australian Government Department of Agriculture, Fisheries and Forestry are partnering to deliver the Protecting Country Against Invasive Species program. This program will support Indigenous Ranger Groups in northern Australia to undertake Indigenous-led on-ground pest and weed management to protect biodiversity and cultural values.

The program will support Indigenous Ranger Groups in northern Australia:

- protect biodiversity and cultural values from pests and weeds, providing employment and skills development.
- access training and development opportunities that improve rangers' effectiveness in managing pests and weeds, reducing the impact of pests and weeds on Country.
- participate in knowledge transfer opportunities, extending intergenerational knowledge transfer and Indigenous rangers' effectiveness.
- strengthen governance and risk management to effectively mitigate risks, in particular Work Health and Safety (WHS) risks, in undertaking pest and weed control activities and comply with applicable jurisdictional laws and policies regarding WHS and pest and weed management.

The overall responsibility of this position is to ensure that NAILSMA effectively and efficiently manages projects in accordance with the terms and conditions of funding agreements and relevant policies and procedures of NAILSMA.

The Role

We are seeking a flexible, highly motivated and experienced project leader to manage the Protecting Country Against Invasive Species program.

This position will manage the overall delivery of the program which will include supervision and management of three regional staff located in Western Australia, Northern Territory and Queensland. The successful candidate will be responsible for delivering project outcomes as per activities and milestones in an agreed Activity Work Plan (AWP) and will be responsible for managing and reporting on an approved budget. This position will report to and take direction from the NAILSMA Science and Research Manager.

The successful candidate will:

- Operate across Northern Australia providing leadership and supervision to three regional coordinators located in Western Australia, Northern Territory and Queensland.
- Undertake extensive travel in northern Australia that will include extended remote camping that may extend over weekends.
- Work with regional coordinators and on-ground partners (Indigenous Land and Sea management organisation), along with representatives from state and federal government agencies, to identify protocols, policies and procedures that effectively mitigate risks for potentially dangerous management activities (e.g aerial platform shooting, use of chemicals and handling wild animals).
- Work with project partners to identify training, experience, and resource gaps to enable the safe and effective application of a wide variety of pest and weed management methods.
- Develop policies and procedures for management and monitoring that can be used by Indigenous Land and Sea management organisation to meet state and federal government WHS, ethics and delivery standards.
- Interact with National feral pig and cat coordinators and incorporate best practice management and the latest research into planning and implementation of management and monitoring with regional coordinators.
- Help to develop suitable communications materials that share impactful outcomes achieved through the project with Indigenous Land and Sea managers across northern Australia and the broader NRM community.
- Produce progress reports, financial reports and project summaries as required at a high standard suitable for public consumption.
- Interact with research organisations to align research activities with knowledge gaps and ranger programs.
- Support opportunities for Indigenous Ranger Groups to transfer knowledge, such as forums, networks and mentoring programs, to extend positive outcomes
- Support regional coordinators to deliver detailed pest and weed management plans with on-ground partners.
- Work with on-ground partners, research entities and appropriate external parties to develop robust and adaptable monitoring programs.

Skills and capabilities

- Substantial demonstrated practical experience designing, implementing, and monitoring pest and weed management programs in northern Australia.
- Demonstrated experience leading multi-disciplinary, multi-institutional projects that operate at different geographic and jurisdictional scales (regional, state and national).
- Effective interpersonal skills and an ability to communicate clearly and concisely with internal and external stakeholders.
- Tertiary qualifications or equivalent experience in relevant disciplines of natural resource management, Indigenous natural resource management, or related fields;
- Strong practical experience in managing multiple projects, including budgets, showing evidence of assigning priorities, meeting tight deadlines and delivering to set reporting mechanisms such as milestones;
- Ability to work effectively across a range of interests and develop relationship and networks with other Indigenous organisations, relevant Government entities, research and other institutions, business sectors and other relevant stakeholders;
- Demonstrated knowledge and understanding of Indigenous society, culture and issues affecting them in modern society, particularly in relation to communicating local, regional and strategic aspiration in relation to the development and management of the Indigenous estate;
- Practical experience in maintaining and managing the delivery of a range of forums including the arrangement of regular teleconferences, face-to-face meetings and larger forums;
- Ability to work effectively as part of a multi-disciplinary team across a range of interests;

- Excellent written and verbal communication skills with a demonstrated ability to assist in organising agendas, delivering reports and developing varied communication materials suitable for a range of audiences;
- Proven experience leading and managing cross-functional teams to achieve results; and
- Extensive experience operating in remote areas in different seasons.

Desirable Selection Criteria

1. Experience working for an Indigenous-led organisation.
2. A current firearms license and experience in safe firearm operation.
3. Completion of a ChemCert Chemical Accreditation
4. Completion of a 4WD training course.
5. A current Remote Area First Aid certificate