



Land & Environment Projects Officer

About us:

Carpentaria Land Council Aboriginal Corporation (CLCAC) was established over 35 years ago in Burketown to represent the rights & interests of Traditional Owners. Our members are drawn from nine language groups whose traditional lands & waters are located in the southern Gulf of Carpentaria. As the recognised Native Title Service Body for the Southern Gulf of Carpentaria region, CLCAC performs statutory functions in accordance with the provisions of the Native Title Act 1993. An elected Board determines the Organisation's priorities and monitors the progress of native title applications and oversees operational activities and general governance.

CLCAC supports native title, PBC economic development & ranger programs in Burketown, Normanton & Mornington Island. We have a new exciting opportunity to join our organisation.

The Opportunity:

This position sits within the CLCAC's Land and Environment Unit. The purpose of the position is to provide support to the Indigenous Ranger Unit based in the Normanton Region. Working directly with the Ranger Coordinator the position will support the activities of the Gkuthaarn, Kukatj and Kurtijar (Normanton) Rangers by assisting the Ranger Coordinator in the development and implementation of strategies, programs and projects.

The ideal applicant for this role will be someone with relevant tertiary level qualifications and who is dynamic; relationship and outcome focused; has excellent written and oral communication skills and is willing to work in a remote setting if required.

Key Duties and Responsibilities:

In consultation with the Ranger Coordinator, you will be required to:

- Assist in continually developing innovative strategy and programs that enhance Indigenous land and sea management and drive community development outcomes;
- Assist in developing the capacity of the Normanton Rangers in monitoring, evaluation and scientific methodology;
- Facilitate the integration of Traditional and Ecological Knowledge with contemporary natural resource management practice in on-ground activities;
- Assist in developing funding submissions and preparing program evaluation and milestone reports;
- Assist with responsible and effective financial management of annual budgets; and,
- Assist to build and maintain strong relationships with key stakeholders such as traditional owners, pastoralists, local government and other agencies.

What we offer:

This position is a full-time position and will involve travel throughout the Southern Gulf of Carpentaria region:

- Salary Range: \$62,452 - \$81,796 per annum depending on skills and experience.
- The CLCAC is a Private Benevolent Institution: Salary sacrifice arrangements are available.
- Leave entitlements will include 5 weeks annual leave plus paid shutdown over Christmas.

To Apply:

To be considered for this role applications must be submitted directly to hr@clcac.com.au by the closing date and must include:

1. A covering letter (1 page only);
2. A separate attachment outlining your experience against the Selection Criteria (no longer than 2 pages); and
3. A current resume, including the names and contact details of at least two referees (no longer than 4 pages).

Selection Criteria:

1. Demonstrated experience and confidence in working with Aboriginal communities, managing small teams and/or coordinating on-ground natural and cultural resource management projects, preferably with Indigenous organisations in remote regions of Australia;
2. Tertiary level qualifications in Environmental Resource Management, Environmental Science, Fire Ecology or equivalent;
3. Demonstrated understanding and knowledge of Aboriginal communities in Northern Australia and willingness to commit to community training and development;
4. Experience in working independently with minimal supervision in a remote area and demonstrated capacity to remain focused, positive and organised in a challenging work environment;
5. Good communication, negotiation and community consultation skills including ability to work with an advisory group and as a member of a team;
6. Demonstrated experience in project administration and finance management including grant writing, reporting and acquittals;
7. High level computer literacy and proven experience managing emails and other documents (where relevant provide detail of experience with specialised software); and
8. Current 'C' class driver's licence and Blue Card Positive Notice "Working with Children" (WCC) or the ability to obtain one.

Please ensure your application is marked 'Private and Confidential' and addressed to:

Janine Copland
People and Payroll Officer
Carpentaria Land Council Aboriginal Corporation
PO Box 6662
Cairns QLD 4870
Or email to: hr@clcac.com.au

Applications close 5pm AEST Friday 19 March 2021

To obtain a copy of the full Position Description please contact Janine Copland (People and Payroll Officer) on 07 4041 3833.

