



<b>POSITION:</b>	Land and Sea Unit Manager
<b>LOCATION:</b>	Broome and Kimberley region (Western Australia)
<b>TYPE:</b>	Full time
<b>REPORTS TO:</b>	Deputy Chief Executive Officer [DCEO]
<b>SUPERVISES:</b>	Line management responsibility for 8 LSMU staff
<b>CLASSIFICATION:</b>	By negotiation

#### ABOUT THE KIMBERLEY LAND COUNCIL

Covering the Kimberley region of northern Western Australia, the Kimberley Land Council (KLC) commenced in 1978 and was formed by Kimberley Aboriginal people as a political land rights organisation. It has become the peak Indigenous body in the Kimberley, working with Aboriginal people to improve the cultural, social and economic wellbeing of Kimberley Aboriginal people. This has included through securing the legal recognition of native title rights and interests, and the expression of those rights and interest through looking after country in conservation and land management activities and the development of business enterprises.

#### ABOUT THE LAND AND SEA MANAGEMENT UNIT (LSMU)

The KLC has represented Kimberley Aboriginal People for over 40 years, with a vision to “**get back country, to look after country, and to get control of our future**”. The Land and Sea Management Unit (LSMU) plays an integral part in delivering on this vision by supporting Traditional Owners and their descendants in managing country and building sustainable livelihoods.

The KLC supports traditional owners, Prescribed Body Corporates and indigenous land and sea managers to manage their traditional lands in an effective, culturally appropriate and environmentally responsible fashion, by facilitating a strong regional network, consolidating best practice, providing training and creating employment, and leveraging external funding to help Traditional Owners advance on their chosen path.

The KLC *is* its staff. Staff are located across the entirety of the Kimberley, based out of remote offices.

#### OUR VISION

The Kimberley Land Council is a community organisation working for and with Kimberley Aboriginal people to **get back country, look after country and to get control of the future.**

#### OUR VALUES

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Respect for our law and culture</li><li>• Respect for our elders and stakeholders</li><li>• Fair and transparent decision making</li><li>• Effective and open communication</li></ul> | <ul style="list-style-type: none"><li>• Working in partnership</li><li>• Trust and loyalty</li><li>• Justice and equality for Indigenous people</li><li>• Cultural diversity</li></ul> |
|---|--|



## POSITION SUMMARY

The LSMU Manager is responsible for both the day to day operations of the unit and in conjunction with the KLC Board and Senior Management develops and delivers the strategic objectives of the KLC.

### **Current Core Delivery:**

Core LSMU funded comes through three main government contracts, the Indigenous Protected Areas Program (NIAA), The Indigenous Ranger Program (NIAA) and the WA Aboriginal Ranger Program (DBCA). These contracts make up approximately 74% of the unit funding. Management oversight of the contracts and associated staff make up a significant component of the role.

### **Kimberley Land Council – organisational alignment:**

Within the KLC there are three main operational units: Native Title Services, Legal and Land and Sea. While these units work effectively together it has been identified as an organisational priority to formally strengthen the connections across them. The LSMU Manager will play a significant role working with senior management in this process.

### **Kimberley Ranger Network (KRN):**

The KLC KRN works with Traditional Owners across the Kimberley to deliver technical services and capacity building in applied land management, including fire operations and savannah carbon projects, ecology, targeted support for women rangers and training and development coordination. In addition, the KRN aims to establish regional partnerships and give Kimberley Rangers a unified voice within the region and beyond. The KLC works to ensure that traditional owner's interests and rights are prominent in the approach to Indigenous Land and Sea Management and that these continue to be maintained and strengthened. The LSMU Manager will work to strengthen the KRN, ensuring that its services are of high value and that the business model that exists to underpin the network is financially sustainable.

### **Who we're looking for:**

The ideal person in this role will come with a strong passion and proven track record for managing large complex and diverse multidiscipline teams, working across a broad geographical area with a focus on leading and developing individuals and organisations to achieve their very best and deliver real outcomes for Kimberley Aboriginal people.

Key professional and personal traits required in the role will include: a detailed and analytical mind; ability to manage across multiple complex projects; highly developed communication skills with an extremely varied range of stakeholders and staff; strong financial aptitude; flexibility; resilience; experience working collaboratively and with a senior management team.



## KEY RESPONSIBILITIES

### Program Management

1. Ensure that the LSMU activities and directions are consistent with the KLC Strategic Plan 2020-2024, are appropriately planned and managed and abide by all funding and contractual agreements;
2. Develop and maintain effective working relationships with Traditional Owners and other Aboriginal people in the Kimberley region and ensure that KLC members and interested Aboriginal communities and organisations are kept fully informed regarding activities and programs;
3. Provide strategic and operational leadership and management of the Land and Sea Unit including staff within established policy and procedures of the KLC in accordance with the authority delegated by the CEO;
4. As a member of the KLC Senior Management Team, work in partnership with the CEO, DCEO and other Senior Managers to develop and implement plans, policies and processes for the efficient running of the organisation;
5. Develop sound working relationships between KLC staff and across program areas within the KLC to ensure cohesive and effective program delivery at an organisational level;
6. Develop and deliver all Unit activities within budget and in alignment with the KLC strategic priorities through effective planning, monitoring and reporting;
7. As a member of the KLC Senior Management Team, report on and participate in new or emerging issues of strategic or operational importance to the KLC's operations and promote continuous improvement in all activities.

### Financial

8. Oversee and take ultimate responsibility for organisational budgets allocated to projects or programs within the unit;
9. Ensure compliance with KLC financial policies and procedures;
10. Manage and control KLC assets within the units' responsibility;
11. Contribute to the financial sustainability of the KLC, through appropriate project development and management of grant applications and fund raising, in line with organisational priorities and as directed by the DCEO, CEO and CFO.

### Occupational Safety and Health

12. Prioritise and manage the continuous improvement of safe working practices, processes and policies across Land and Sea Unit activities;
13. Actively contribute to the health and safety of the workplace by adhering to all health and safety policies and procedures.

### Compliance

14. Provide advice to management with sufficient detail to ensure compliance with relevant contracts;
15. Comply with all internal KLC policies and procedures and ensure the team's adherence;
16. Demonstrate and role model the KLC's Vision and Values.

### Other

17. Represent the KLC in meetings and through formal presentations, with relevant stakeholders, as delegated by the DCEO and CEO;
18. Perform other duties consistent with the above as directed from time to time by the DCEO and CEO;
19. Participate and assist in KLC and relevant other events as required.



#### SELECTION CRITERIA

***Applicants must address all of the below criteria. Response must not exceed three pages in total length***

1. Demonstrated extensive knowledge of and experience in Indigenous land and sea management, including a proven ability to manage projects alongside and in partnership with Traditional Owners.
2. A strong understanding of Native Title rights and interests and Traditional Owner systems of decision making and governance, including principles of free prior and informed consent and co-design.
3. Highly developed skills and experience in the leadership and management of staff, ideally across a geographically disperse environment and in a cross cultural and multidiscipline setting.
4. Exceptional oral, interpersonal and written communication skills delivered across a range of target groups.
5. Demonstrated ability to communicate with influence to create shared understanding and advocate for the interests, rights, outcomes, needs etc of the KLC, its members and stakeholders.
6. Demonstrated High level administrative and financial management skills, including project management and budget preparation, in line with financial delegations.
7. Please detail your understanding of the role, your interest in the role and the skills, experience and knowledge you think you can bring to the role.