**Position Title: Ranger coordinator**

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| Reporting to | General Manager |
| Liaises with internally | All staff |
| Liaises with externally | External stakeholders and community representatives |
| Purpose of the Position | Coordinate the ranger team to undertake land and sea management and cultural activities within the Crocodile Islands proposed IPA areas, as well as supporting other operational areas |
| Essential Criteria | 1. Demonstrated knowledge of environmental management processes, including weed control, feral animal control, biosecurity monitoring, rubbish management, and wildlife monitoring 2. Demonstrated ability to plan, implement, monitor and report on work programs 3. Demonstrated ability to train and mentor people in their routines 4. Flexible approach to work 5. Demonstrated ability to live and work in remote situations, and be able to troubleshoot problems 6. Willingness and ability to communicate with people for whom English is a second language 7. Demonstrated ability to work safely and to enforce WHS requirements 8. Well-developed organisational and problem-solving skills with a flexible, patient and reliable approach to work 9. Punctual and reliable approach to work hours 10. Maintain a positive and enthusiastic approach in times of pressure 11. Clean NT Driver’s Licence |
| Preferred Criteria | 1. Appropriate skills, experience and/or certificates in the use of Ranger equipment, including but not limited to quadbikes, 4 wheel drive, use of chemicals and weed spraying equipment, chainsaws and tree felling, firefighting equipment, coxswains grade 2, forklift, telehandler, firearms, tractor, backhoe and slasher |
| Behaviours Required | 1. Good teamwork 2. Be respectful of other people 3. Be Motivated – Have a “can do” attitude 4. Punctual and Reliable 5. Be Positive and Solve Problems 6. Honesty and Integrity |

**Tasks and Responsibilities**

**For the Job**

1. Oversee the Ranger team, ensuring activities are performed in a timely and safe manner
2. Coordinate regular sea and land patrols, surveillance work, wildlife/weed and/or feral animal surveys, and control programs, and appropriate burning programs
3. Coordinate regular maintenance of cultural sites and other assets, and environmental management and rehabilitation works
4. Be available to assist out of regular work hours for emergency work such as sea rescues, snake removals and other problems as they arise
5. Supervise staff and provide on-the-job training and/or arrange other training to ensure staff are suitably qualified to be able to use the required assets
6. Complete records and associated paperwork in relation to ranger activities, training and program delivery, in accordance with organisational and reporting requirements
7. Enforce operational and WHS procedures, ensuring Rangers are compliant at all times
8. Actively participate in daily Ranger activity planning meetings
9. Ensure MOPRA/Ranger Base is securely packed away and locked up at the end of each day, and assets are secure
10. Assist in other areas as required
11. Carry out other duties, as directed

**For the Workplace**

1. Comply with all MOPRA policies, including workplace health and safety, and proactively contribute in maintaining a safe and clean work environment
2. Display a positive attitude and be an active member of the team
3. Treat others with respect.
4. Demonstrate and maintain high standard of personal presentation and conduct
5. Help other team members, regardless of their role
6. Follow direction provided by senior management

I hereby understand the requirements of the position and will fulfil the obligations required of the tasks, responsibilities and needs of the Milingimbi & Outstations Progress Resource Aboriginal Corporation (MOPRA).

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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