

POSITION DESCRIPTION

SENIOR PROJECT OFFICER (DROUGHT & AGRICULTURE)

Location	Hobart
Employment Status	Fixed-term contract (1.0 FTE) Contract to 30/09/2022 (subject to funding) 6-month probation period
Salary	A competitive salary package will be negotiated with the successful candidate (including 10% superannuation).
Last Revised	July 2021

Who We Are

NRM South is one of three natural resource management bodies in Tasmania and forms part of a national network of 54 similar bodies. NRM South is a not-for-profit organisation, with an office located in Hobart. We have a partnership delivery model, delivering projects on behalf of Australian and Tasmanian Governments, and through investment from our local, business and industry partners. We are responsible for identifying the region's priorities for natural resource management, working with the community to prepare a regional NRM strategy and facilitating its implementation.

Position Summary

The Senior Project Officer (Drought & Agriculture) is a member of the Land Program Team within NRM South, and is responsible for delivering services and expertise into specific projects and initiatives particularly relating to building capacity building for drought resilience in regional communities, and developing sustainable agricultural practices with producers in the Southern Region.

The role is expected to form strong connections with various stakeholders across industry, community, government and rural communities to understand pressures, priorities and opportunities facing the sector; and to leverage their technical expertise in working with the Land Program Team to develop projects and initiatives that help to improve sustainable production, as well as maximising natural values within the agricultural landscape.

Intra-state travel is expected within the role.

Position Relationships:

Supervisor	Business Development & Operations Manager
Direct Reports	Nil
Other	The Senior Project Officer (Drought & Agriculture) will be required to form professional, strong working relationships with: <ul style="list-style-type: none"> Internal <ul style="list-style-type: none"> • NRM South staff (including members of the Management Team) External <ul style="list-style-type: none"> • The Tasmanian Institute of Agriculture (TIA) staff

	<ul style="list-style-type: none"> • Local, State and Australian Government Offices, including regulatory authorities, and their representatives. • Community and Interest Groups and their Peak Associations • Industry and Peak Industry Associations • Farming producer groups • Sub-contractors • Research organisations and their staff • Landholders and land managers
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Key Duties and Responsibilities

1.	Manage and monitor specific project activity, timing and progress, identify, manage and mitigate project risks and strategies, manage subcontractors and stakeholders, oversee budgets and communications, and provide project status reports and other reports as required.
2.	Contribute to scoping, design, and delivery of NRM South initiatives including under the Australian Government’s Future Drought Fund. This may include applying knowledge and expertise to deliver drought resilience capacity building initiatives, designing and facilitating extension activities (including coordinating field events, workshops, surveys etc.), and developing key platforms in collaboration with partners.
3.	Provide expert technical advice, information and recommendations on agricultural and agronomic issues to the Land Program Team, and Management Team to identify and respond to opportunities and challenges relevant to the broader NRM South portfolio, including in the agricultural sector, building landscape resilience, and contributing to Aboriginal land management priorities.
4.	Build, maintain, and leverage strong existing networks and relationships across the agriculture and land management sector/s to gather external insights to assist in developing and improving initiatives and projects.
5.	Liaise with project partners, represent NRM South and manage project relationships. Work with the community and actively engage with stakeholders.
6.	Report to funding bodies in accordance with requirements, including MERI and annual reporting and other project delivery milestones.
7.	Perform other duties, as directed by the CEO or Line Manager, within the scope and competence of experience and qualifications.

Level of Responsibility and Supervision

- The incumbent will be expected to exercise sound judgement and initiative to undertake duties with a high-degree of independence, and to achieve required outcomes.
- The incumbent will receive general direction and supervision in the role, but will be expected to operate with a high degree of autonomy on a day-to-day basis, including during travel and remote work as required for project delivery.

Position Criteria (selection criteria)

Essential Requirements:	
1.	Tertiary qualifications in agricultural science, landscape management, natural resource management, or other relevant scientific discipline, and/or an equivalent combination of training and experience.
2.	Demonstrated experience in project management, including developing contracts, tracking milestones, budgets, WHS, monitoring, evaluation, reporting, and implementing adaptive management processes.
3.	A strong working knowledge (or the ability to quickly acquire) of the Tasmanian agricultural sector, including key stakeholders such as private industry, peak industry bodies, producer groups and landholders. As well, as the challenges and opportunities facing producers in the Tasmanian context.
4.	Experience in and a sound understanding of agricultural or agronomic practices and their application, particularly with regard to natural resource management methodologies, practices, and issues.
5.	Highly developed communication and interpersonal skills including liaison, negotiation and conflict resolution skills with partners, industry, researchers, government, and landholders; as well as the ability to prepare written reports that are clear, accurate, concise, and targeted to appropriate audiences.
6.	Excellent organisational skills, with the ability to work independently, use initiative and prioritise workloads. Including management of remote subcontractors and dispersed interests (e.g. multiple trial sites)
Desirable Attributes:	
1.	Current class C driver's license
2.	Familiarity with reporting to the Australian Government, particularly through use of evaluation systems such as MERIT.

WHS

- All staff will assist NRM South to create and maintain a safe and healthy work environment by working safely, adhering to instructions and using the equipment provided in accordance with safe operating procedures. Where appropriate, staff will engage in worksite inspections, accident reporting and investigations and develop safe work procedures.
- All supervising staff are required to implement and maintain NRM South's WHS processes in areas under their control, ensuring compliance with legislative requirements and established Policies, Procedures and Guidelines and, provide the appropriate information, instruction, training and supervision to their staff.
- Staff will inform their supervisor of any unsafe working practices or hazardous working conditions.

Our Values



At NRM South, our core organisational values are:

- To embrace **innovation**
- To pursue **excellence**
- To foster **collaboration**
- To work with **passion**
- To deliver an **outcome-focus**