

Position Profile

Designation:	Land Management Officer (LMO)
Reporting to:	Sanctuary Manager – Mount Gibson
Supervises:	Periodically, a range of contractors, volunteers and casual staff.
Based:	Mount Gibson Wildlife Sanctuary, via Wubin WA <i>On-site accommodation provided to successful candidate.</i>

Organisational context:

Australian Wildlife Conservancy (AWC) is the largest private (non-profit) owner of land for conservation in Australia, protecting endangered wildlife at 31 sanctuaries in which we own or manage in partnership, covering a total of more than 6.5 million hectares in iconic regions such as the Kimberley, Cape York, the Top End and Kati Thanda-Lake Eyre. With a focus on practical land management, informed by world-class science, AWC is implementing a dynamic new model for conservation.

AWC's mission- to deliver effective conservation for all native animal species and their habitats- is achieved by:

- **Operations-** delivering effective large-scale land management including fire management, feral animal control, weed control and infrastructure management.
- **Science-** delivering a nationally-coherent program of ecological surveys with a focus on monitoring key conservation assets and threats, conducting applied research relevant to wildlife conservation, implementing conservation programs including reintroductions, and providing advice to management.
- **Fundraising-** mobilising finance (primarily, tax deductible donations) from the general public and philanthropists including through effective communication of AWC conservation programs.

AWC employees work under the model of OneAWC, defined as 'a cohesive, engaged, collaborative, high performing group guided by strong, effective leaders. A group of people who all understand AWC's mission, vision and their role in contributing to the achievement of mission and vision, all connected and working towards a common purpose, guided by a set of shared values'. The delivery of AWC's mission is highly reliant on all AWC working collaboratively with each other.

Four of these sanctuaries – Karakamia, Paruna, Faure Island and Mount Gibson – occur in southwestern Australia, an internationally recognised "biodiversity hotspot". These sanctuaries are home to an internationally significant mammal reintroduction project involving species such as Woylies, Black-flanked Rock-wallabies and Western Barred Bandicoots.

In recent years, AWC launched the Mount Gibson Endangered Wildlife Restoration Project, which has established a 7,800 ha feral predator-free area at Mount Gibson. This is the largest fox and cat-free area on mainland WA.

Mount Gibson is supported by the southwest operations team based at Karakamia, and utilises a range of contractors, casual staff and volunteers. Science staff will manage all science-based activities at Mount Gibson, including animal translocations. The Mount Gibson Feral Control Supervisor reports to the Mount Gibson Sanctuary Manager.

The southwest region currently has 13 full-time staff, 9 casual staff (Guides), interns, and a range of research students and volunteers. Day-to-day operations are overseen by the individual Sanctuary Managers and

science programs by the South West Regional Ecologist [SW RE]. The 2 staff stream (operations and science) work together in an integrated manner to design, implement and measure the effectiveness of land management strategies.

Other key positions:

- SW Regional Operations Manager
- Other SW Sanctuary Managers and Land Management Officers/Feral Animal Control Officers
- Administration & Operations Support Officer (SW)
- SW Regional Ecologist, who manages a team of ecologists in SW
- Mt Gibson Senior Field Ecologists, who supervise Field Ecologists and ecology intern

Primary responsibilities:

The primary responsibilities are:

- Under the supervision of the Sanctuary Manager, and with input from the AWC Science team, carry out the feral animal control program.
 - Carry out eradication plan for inside the feral enclosure (i.e. rabbits) and outside the feral enclosure in the most efficient and effective means possible
 - Develop and conduct feral predator control programs across the 131,812ha sanctuary under the guidance of the sanctuary manager.
- Working closely with relevant staff, including the science team, implement the monitoring program that will assess the success of the eradication program and associated activities.
- As directed by the Sanctuary Manager, undertake the implementation of other land management programs at Mount Gibson;
 - Fire management (wildfire control)
 - Undertake infrastructure asset repairs and maintenance.
- Provide operational support to the SW science team.
- Host supporters and visitors, including providing overviews of the eradication programs and the methodologies used.

AWC values:

AWC's work is directed at achieving our mission – the effective conservation of Australia's wildlife and their habitats – and is guided by the following values. At AWC, we are:

- Accountable – taking ownership of our actions and outcomes
- Informed – working together to acquire and apply evidence, knowledge and experience
- Respectful – demonstrating care, recognition and integrity
- Dedicated – committed to delivering effective outcomes, with resilience and tenacity
- Innovative – applying creative thinking for effective solutions
- Sustainable – delivering long-term financial and ecological viability.

Critical Competencies:

1. A broad knowledge of all trades (building, mechanical, fencing, plumbing, welding & electrical) is desirable, including the ability to carry out routine tasks and maintenance.
2. Demonstrated practical skills in relation to asset and infrastructure repair and maintenance including skills relevant to:
 - a. Implementation of the approved Mt Gibson asset and infrastructure maintenance program (building, fencing, roads etc).
 - b. Ability to use a wide range of plant and equipment including carrying out routine mechanical repairs to:
 - i. 4WD's, graders, tractors etc;
 - ii. Generators, pumps etc; and
 - iii. Power tools including chainsaws, welders, small engines and motors etc.
 - c. General infrastructure projects including construction, fencing and building.
3. Knowledge of practical land management programs for conservation outcomes including:
 - a. Fire management;
 - b. Weed control programs; and
 - c. Feral animal control programs.
4. Understanding of and interest in Australian ecology and conservation issues.
5. Demonstrated planning and organisational skills, including an ability to prioritise and execute a large number of tasks in an efficient manner.
6. The ability to improvise and problem-solve, developing practical solutions with limited resources.
7. Willingness and ability to work as part of a small team or independently without supervision.
8. Basic computer skills including Word, Excel and email (desirable).
9. Experience of working and living in a rural/remote area.

Experience/Qualifications:

1. Relevant qualification (desirable).
2. Practical and demonstrated experience in delivering 'on-ground' results is more important than formal qualifications.

Licenses & Certificates:

1. A valid manual driver's licence with 4WD experience in arid/difficult conditions is essential.
2. Experience operating agricultural machinery such as trucks and tractors and relevant licenses, where required.
3. Bushfire control training and experience (desirable).
4. First aid certificate & Police clearance certificate.
5. Firearms experience and license (desirable).

Inherent requirements of the role:

The execution of tasks associated with the position involves extensive fieldwork in a rural and semi-remote location, and can occasionally be away from an established field base. The working environment is predominantly outdoors and often in the extremes of weather – hot/cold and wet or dry, especially when

conducting fire and feral control operations. The position is physically demanding, requiring heavy muscular activity including lifting and carrying, pushing and pulling loads, bending, climbing and driving a variety of vehicles. The successful applicant must be mentally and physically capable of performing these activities in order to carry out the inherent role responsibilities.

Responsibilities:

Under the direction of the Sanctuary Manager, or in their absence, the direction of the Regional Operations Manager, undertake the following activities. The majority of these activities will be undertaken in collaboration with other staff at Mt Gibson.

1. Establish and/or review sanctuary plans and processes
<p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Support the Sanctuary Manager in a review of: <ul style="list-style-type: none"> • Sanctuary assets and infrastructure (i.e. condition, repairs required, new equipment etc); • OH&S procedures at Mt Gibson; • Establish relationships with neighbours, suppliers and other local stakeholders.
2. Maintain sanctuary assets and infrastructure
<p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Ensure the inventory of assets and infrastructure is maintained, including the insurance asset list, per the approved AWC procedure. • Undertake maintenance of assets and infrastructure per the approved maintenance schedule, to: <ul style="list-style-type: none"> • Buildings and associated services such as waste management; • Roads, airstrip, campground & walk trails, fire-breaks etc; • Fence maintenance, and where relevant, redundant infrastructure removal; and • Ground maintenance. • Record all maintenance activity per approved AWC procedures, including recording the use and replacement of assets such as fuel, equipment and maintenance supplies.
3. Land management & research activities
<p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • In accordance with the approved Operational plan, implement key land management and conservation programs including: <ul style="list-style-type: none"> • Weed control <ul style="list-style-type: none"> • Following weed control work plans; • Ensure chemical stock levels are maintained; • Ensure the storage and use of hazardous materials and equipment is consistent with accepted safety standards; and • Ensure anyone under your supervision using chemicals is adequately trained (and appropriately licensed where required by relevant legislation) in their use; • Feral animal control <ul style="list-style-type: none"> • Implement approved culling/control programs per approved AWC procedures; • Carry out regular surveys of feral animal numbers and types; and • Keep detailed records, per approved AWC procedure; • Fire management

- Undertake training with the Sanctuary staff to ensure you are competent in the use of firefighting equipment; and
- If directed, undertake controlled burning per the approved plans, including fire scar data collection and assisting with wildfires.
- Other land management duties as required
 - As directed, assist in the implementation of strategies and work plans related to the research and monitoring programs at Mt Gibson. For example:
 - a. The establishment and maintenance of research and monitoring sites across the sanctuary; and
 - b. Participating in and providing support to scientific staff in relation to conducting baseline biodiversity surveys.
- Assist in reporting on the effectiveness of AWC's land management strategies in abating relevant threats and protecting wildlife and ecosystems.

4. Improvement, installation and planning of new infrastructure and assets

Key activities and responsibilities:

- In line with the approved budget and the operational plan, develop plans for new infrastructure as required, including:
 - Obtaining quotes;
 - Competitive selection process;
 - Drawing up large project works contracts (with instruction from the National Operations Manager and others as appropriate);
 - Supervision of contractors/suppliers;
 - Organising the purchase and ordering of new assets in accordance with AWC's purchasing policies and budget constraints; and
 - Where appropriate, construct and establish new infrastructure.

5. Administration, finance and reporting

Key activities and responsibilities:

- Ensure that all expenditure is in accordance with AWC policies and procedures.
- Ensure all required records and paperwork are retained and, as necessary, submitted to the AWC finance department.
- Ensure that the collection, recording and banking of all revenue is in accordance with AWC policies and procedures.

6. Supervision of staff, volunteers and contractors

Key activities and responsibilities:

- As required, supervise:
 - Other staff;
 - Contractors; and
 - Volunteers.
- Assist with the induction and supervision of volunteers.
- Ensure that you undertake a safety induction, and that you provide the same to any staff, volunteers or contractors for which you have management/supervisory responsibility. Provide appropriate safety induction (i.e. Conditions of Entry) to Mt Gibson visitors.

- Ensure all relevant policies are complied with in relation to visitors, volunteers and contractors including (but not limited to) safety.
- Notify the Mt Gibson Sanctuary Manager immediately of all incidents, accidents or near misses and ensure necessary reports are filled out and submitted per the approved AWC policies and procedures within the designated timeframes.

7. Volunteers, visitors and fundraising

Key activities and responsibilities:

- Assist with the volunteer program at Mt Gibson including:
 - The selection of appropriate people as volunteers;
 - Volunteers are given relevant information before travelling to Mt Gibson (e.g. on conditions, the tasks they will be asked to perform etc);
 - Volunteers are managed adequately while at Mt Gibson.
- Assist with the implementation of the approved visitor strategy, as amended from time-to-time.
- Develop, maintain and improve visitor facilities at Mt Gibson.
- As required, assist in the implementation of fundraising programs including for example, by assisting in the organisation and conduct of donor visits.

8. Safety and Risk Management

Key activities and responsibilities:

- Support the Mt Gibson Sanctuary Manager with on-going risk assessments and reviewing the risk management plan for operations at Mt Gibson. The risk assessments and management plan must aim to protect the health and safety of everyone at Mt Gibson including you, staff, contractors, volunteers and visitors, as well as minimising public liability risk.
- Support the Mt Gibson Sanctuary Manager by ensuring appropriate management of risks in relation to the health and safety of staff, contractors and volunteers.
- Implement and comply with the provisions of the approved management plan. In particular:
 - Ensure the storage and use of hazardous materials and equipment is consistent with accepted safety standards.
 - Ensure that any staff, volunteers or contractors for which you have supervisory responsibility, have undertaken adequate training before they use plant, equipment, tools and/or vehicles.
 - Ensure incident reports (including near miss reporting) are completed in a timely manner per AWC policies and procedures.
 - Maintain a working knowledge of AWC's safety policies and procedures and regularly review any updates via the AWC intranet.

9. Undertake other tasks, as required

Key activities and responsibilities:

- As required by the Mt Gibson Sanctuary Manager or Sanctuary Officer and/or the Regional Operations Manager undertake other specified tasks at Mt Gibson and/or other AWC sanctuaries.
- Comply with AWC policies and procedures.
- Champion AWC values and OneAWC approach.