

~ A unique opportunity to help shape the future of private sector conservation in the Kimberley ~

One of the most exciting and rewarding hospitality roles in Australia, this is a rare opportunity to use your practical hospitality skills as part of a team protecting the spectacular Kimberley landscape and its threatened wildlife.

Australian Wildlife Conservancy (AWC) is a non-profit organisation dedicated to the effective conservation of Australia's threatened wildlife and their habitats. AWC owns or manages in partnership more land than any other private conservation organisation in Australia - 29 properties, covering more than 6.4 million hectares - protecting more than 1,200 fauna species through active land management informed by strategic scientific research.

AWC is looking for a small team of dynamic people with experience in hospitality to facilitate the operation of the renowned Mornington Wilderness Camp (MWC). MWC is one of the Kimberley's highest rated destinations, known worldwide for its scenery (sandstone escarpments, ancient gorges and vast savanna woodlands), its wildlife (Gouldian Finches are one of 200 bird species) and the integration with a working conservation project. Attracting 4,500 visitors each year, MWC offers safari tent accommodation, 60 capacity campground, a licensed bush restaurant and a range of tours/interpretative products.

Based at MWC, this is a stunning opportunity to be a part of the continued success of an iconic wilderness camp which contributes substantially to the success of Australia's most effective conservation organisation. All proceeds from our Kimberley Wilderness Camps are invested in the conservation of AWC's Kimberley properties. Your success in this role will mean more revenue to invest in the conservation of threatened species such as the Gouldian Finch and the Northern Quoll and greater public awareness about AWC and the plight of Australia's wildlife.

We are seeking an exceptional, highly motivated, professional and hands-on Head Chef to join our hospitality team in the delivery of outstanding visitor experiences at AWC's award-winning Mornington Wilderness Camp (MWC) in the heart of the Kimberley, Western Australia.

You will require:

- Superior cooking skills to produce a high-end, memorable dining experience for guests.
- A passion for food which is demonstrated in the creativity and flair you apply to the delivery of your food and presentation.
- An ability to create a Modern Australian menu that is innovative, seasonal and cost effective, without compromising on quality.
- A sophisticated understanding of ingredients and produce.
- The ability to execute food orders to ensure cost-effective food purchasing and ensure all orders are within budget.
- Strong attention to detail.
- An ability to work under pressure.
- Excellent leadership, organizational, management and communication skills.
- The skills to motivate your team and create an amazing experience for our clientele.
- A sense of adventure! Your experience living and working in a remote environment will be well regarded (but is not essential).

In addition to experience in hospitality, you will have a good track record of providing quality outcomes, as well as excellent interpersonal, communication and organisational skills. A strong work ethic and a high degree of flexibility is necessary, as you will be supporting and working with a diverse range of staff. Applicants should have a background or interest in wildlife conservation and eco-tourism practices and be comfortable living and working in a remote location as part of a small team.

This is a unique opportunity to join Australia's largest non-government conservation organisation and help shape the future of private sector conservation in Australia. The remuneration offer includes in addition to salary, basic single share accommodation.

Closing date for applications: 31 January 2020

For a full position description for this role, please see below or visit our careers page:
www.australianwildlife.org/work-with-awc/careers/

Enquiries: Fiona Tran, HR Administrator / fiona.tran@australianwildlife.org with the subject line 'MWC Head Chef enquiries'

Applications: employment@australianwildlife.org

Applications must include a resume and covering letter briefly addressing the critical competencies, licenses & certificates, and inherent role requirements, also noting where you saw the advertisement

Please note:

1. Applicants must be an Australian citizen/permanent resident or have a suitable visa in place that allows work in Australia, in order to apply for this position. Sponsorship is not available
2. If you apply for this role, AWC will include you in its ongoing updates and communications about its events, activities and fundraising initiatives. You may opt out of these communications at any time.

To learn more about AWC, please visit our website: www.australianwildlife.org/

Position Profile

Designation:	Head Chef
Reporting to:	Deputy Camp Manager; ultimately reporting to Wilderness Camp Manager
Supervising:	Sous Chef, Cook and Kitchenhand(s) on duty, and from time-to-time other staff, volunteers, or contractors rostered on kitchen duties
Based at:	Mornington Wildlife Sanctuary, central Kimberley WA.

Organisational context:

Australian Wildlife Conservancy (AWC) is a non-profit organisation dedicated to the effective conservation of Australia's threatened wildlife and their habitats. AWC owns or manages in partnership more land than any other private conservation organisation in Australia - 29 properties, covering more than 6.4 million hectares - protecting more than 1,200 fauna species through active land management informed by strategic scientific research.

Seven of these properties are located in the Kimberley region. Mornington, Marion Downs, Tableland), Dambimangari Indigenous Protected Area, Wilinggin Indigenous Protected Area, Yampi Sound Training Area and Charnley River-Artesian Range cover a combined area of over 4.3 million ha and protect numerous threatened habitats and species. The WildlifeLink Centre for Research and Conservation at Mornington is the base for an award-winning land management and science program. We operate visitor programs at two of our Kimberley properties – Mornington Wildlife Sanctuary and Charnley River Wildlife Sanctuary – during the dry season (typically April – October).

Mornington Wilderness Camp is one of the Kimberley's best-known destinations, located south of the iconic Gibb River Rd at the base of the spectacular King Leopold Ranges. Featuring a beautiful Creekside camp ground, semi-permanent safari tents and a licenced bush restaurant, Mornington is renowned as a birdwatchers paradise and the gateway to spectacular gorges on the Fitzroy River. Charnley River Wilderness Camp offers a remote campground, great birding and a range of wilderness destinations to explore.

At Mornington, the Wildlife Link Research Centre is the operations base for AWC land managers and ecologists year-round. Staff (temporary and permanent), researchers, volunteers, AWC Rangers, hospitality staff and students live and work together year-round to ensure delivery of high-quality hospitality, science and land management.

Day-to-day operations of the Mornington Wilderness camp are overseen by the Mornington Wilderness Camp Manager. The Mornington camp operates 12 safari tents, 3 Eco Tents, a bar, a 50-seat restaurant, tours and a camp ground for up to 60 people, plus special events for supporters.

Reporting to the Deputy Camp Manager, the Head Chef is responsible for executing and overseeing the kitchen and preparation of all meals. The Deputy Manager and Head Chef are to communicate openly and efficiently on the overall operations of the restaurant. While the Head Chef is in charge of their own department (Sous Chef, Cook, and Kitchen Hand on duty) and daily kitchen operations- the Head Chef reports to the Deputy Manager. The Head Chef should work closely with the Deputy Manager to ensure; team cohesion with a positive

team moral, outstanding customer service, operational procedures, the restaurant’s ‘sequence of service’, and ultimate guest satisfaction. Mornington’s famous Bush Bar & Restaurant serves some of the tastiest dishes in the Kimberley and we strive to provide wholesome, filling, scrumptious meals with an ‘outback flare’. Together the Deputy Manager and Head Chef will provide a world class experience for our visitors.

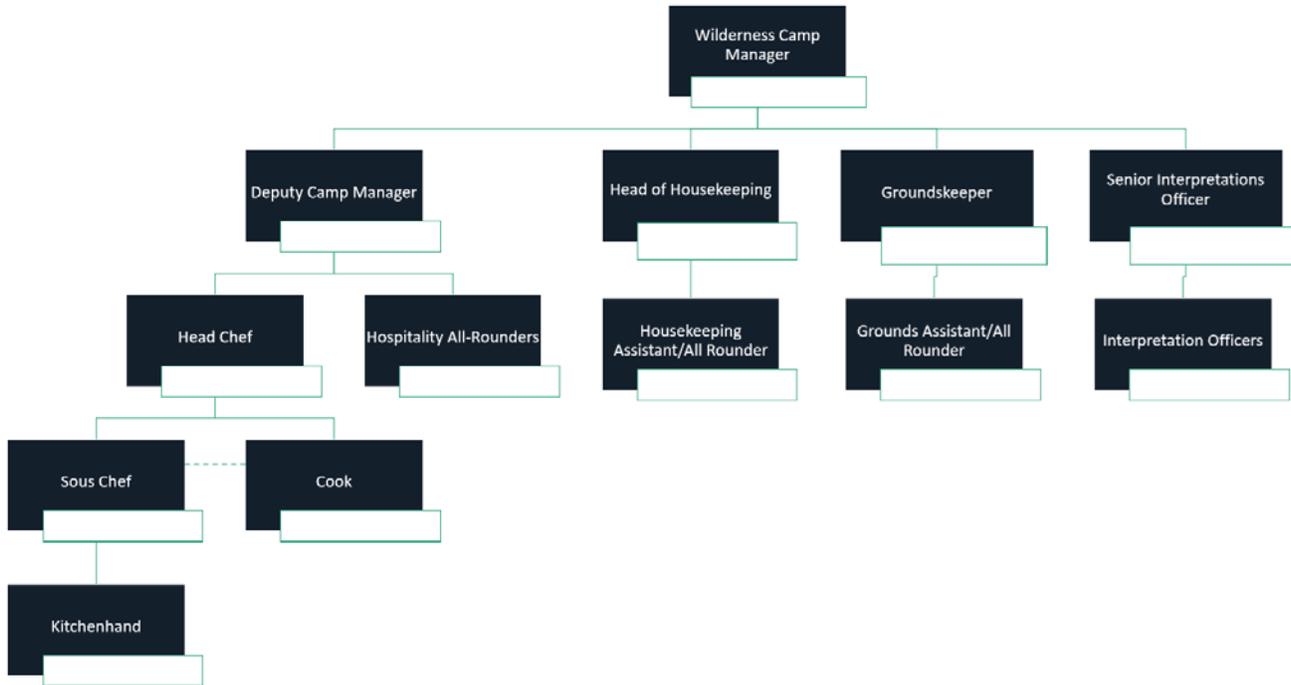
The key objective for the Executive Chef is to provide guests with a superior dining experience in the remote central Kimberley. You’ll enjoy surprising and delighting our guests, who are frequently well-heeled travellers with a sophisticated palate.

You will be required to co-ordinate and oversee all dishes from start to finish. You will also be tasked with creating a fresh Modern Australian menu that takes into consideration location, dietary requirements, budget (without compromising on quality) and produce seasonality. All meals must meet strict health and safety standards.

To be successful in this extremely practical, hands-on role you must love to cook, have a passion for food, be vibrant, enjoy being creative and relish the challenges that come with responsibility.

The Executive Chef may be required for initial camp and restaurant set-up and pack-up at the start and end of season respectively. This will be reflected in your commencement and end date in your employment contract.

Mornington Wilderness Camp Reporting Lines and Departmental Structure:



Other key positions in the NW:

- Mornington Wilderness Camp Manager who oversees the Mornington Wilderness Camp, and reports to the Regional Operations Manager.
- Interpretation & Event Officers who oversee the interpretation program for the North West (NW) and co-ordinates supporter events at Mornington/Charnley.

- Mornington Operations Manager who oversees the operations and land management for Mornington, Marion Downs and Tablelands
- Regional Ecologist (NW) who manages a team of ecologists across the NW Kimberley
- Regional Administration Officer who administers NW operations, finance, administration and logistics.

Qualifications:

- Formal qualifications and/or training in Commercial Cookery/ hospitality and/or tourism
- *Supervisory experience* an advantage.
- Practical hospitality experience and a good track record of providing quality outcomes.

Critical Competencies:

1. Demonstrated expertise and extensive experience in cooking savory and sweet dishes.
2. Demonstrated experience in hospitality operations, including supervising staff.
3. Demonstrated planning and organisational skills, including an ability to prioritise and execute a large number of tasks in an efficient manner – sometimes with limited resources.
4. Experience in working to internal controls and processes, including the effective execution of well budgeted bulk food orders in a remote setting.
5. Good communication skills. An excellent command of English is vital to this role.
6. A ‘can-do’ attitude with the ability to work as part of a team and get on well with others in a remote location.
7. Flexibility in hours of work to meet operational requirements of the role.
8. A natural desire to take ownership of your role.
9. Thorough understanding and awareness of safety issues and a willingness to implement them – both relative to the hospitality industry, and in working in a remote location.
10. A genuine interest in and care of the environment and the ability to foster a culture of ecological awareness amongst the hospitality team.
11. Experience living and working in a remote environment will be well regarded (but not essential).
12. Comfortable experiencing extreme weather conditions (hot and wet and/or dry).

Licenses & Certificates:

1. WA or nationally accredited current RSA certificate (must be obtained prior to commencement).
2. Current Senior First Aid certificate (essential)
3. A current valid Australian (or internationally recognised) manual driver’s licence.
4. The “Right to Work in Australia” evidence
5. Food and Safety Supervisor certificate
6. National police clearance certificate. (essential)

Inherent requirements of the role:

The executions of tasks associated with this position are predominately kitchen/restaurant based, though in a remote location. Whilst semi-indoors (roof covering), the restaurant/bar and kitchen areas are open air. The Kimberley dry season involves extremes of weather, hot and wet and/or dry with temperature ranges from 3 degrees overnight to 40+ degrees during the day. This position requires a moderate level of fitness and duties can include lifting and carrying, pushing and pulling loads, bending, climbing, and may also involve driving a

variety of vehicles. The successful applicant must be physically and mentally capable of performing these activities at this location in order to carry out the inherent role requirements.

Responsibilities:

<p>1. Food preparation & associated kitchen activities</p> <p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Create menus prior to the camp opening for both restaurants and events, taking into consideration the location, available supplies any dietary requirements and budget. • The menu should be fresh, innovative, ambitious but achievable, satisfying and appealing to our client base. • Produce Modern Australian food with a classical basis. The use of native flavours are encouraged but only if can be practically sourced. • Cook breakfast and dinner meals for all guests as per the menu prepared, including all over the counter orders such as platters etc. • Prepare packed lunches for all guests. • Prepare healthy, seasonal, cost effective staff lunches and dinners, taking into consideration any dietary requirements. Many staff meals may need to be vegetarian. • Maintain a consistently high level of food preparation and presentation. • A consistent standard is met to adequately satisfy all guests. • Assist with the organisation of various requirements for VIP groups and other special visits to Mornington. • Managing kitchen roster.
<p>2. Food budget</p> <p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Must be able to keep on top of the logistics (ordering, transporting and storing goods) as well as have a disciplined approach to personal organisation with attention to detail. • Manage bulk food orders to ensure cost-effective food purchasing and minimal wastage. • Food purchases remain within budget using menu cost breakdowns. • Ensure correct stock rotation procedures are followed. • Monitoring and controlled stock levels and understanding the constraints of working remotely. • Ensure cost-breakdown on product and ingredients for all meals is set and remains within budget forecast. • Maintaining kitchen accounts.
<p>3. Tools and equipment</p> <ul style="list-style-type: none"> • AWC will provide a well-equipped, medium sized, commercial kitchen. • Equipment will include a cool room, gas ovens and cookers as well as serving equipment. • If the successful applicant needs specific pieces of equipment AWC will consider purchasing within reason.
<p>4. Staff supervision</p> <p>Key activities and responsibilities:</p> <ul style="list-style-type: none"> • Able to motivate your team and create an amazing experience for our clientele.

- Co-ordinate and supervise the Sous Chef, Cook and the kitchenhand, as well as any other seasonal staff, contractors or volunteers as required by the Camp Manager.
- Effectively communicate the food preparation and catering requirements to other staff when you are rostered off.
- Assist the Camp Manager/ Deputy Camp Manager with kitchen staff inductions, prior to commencement of their roles. Provide on-going support and on-the-job training appropriate to their level and experience required to achieve the requirements of their role.
- Support a harmonious work environment in the kitchen and restaurant areas.
- Advise the Camp Manager of any personnel issues in a confidential, professional and timely manner, and where appropriate, handle said issues.

5. Health & Safety

Key activities and responsibilities:

- Support the Camp Manager to ensure all kitchen staff receive an OH&S induction with consideration for kitchen-specific duties. This also includes undertaking an induction yourself which will be conducted by the Camp Manager.
- Manage equipment use and maintenance. Arrange for repairs when necessary.
- Maintain the food storage area and manage the fridges/freezers and general kitchen area to ensure they meet occupational health & safety standards required to pass the bi-yearly Derby Shire Health Inspections.
- Keep the kitchen area in which you are working clean and tidy at all times.
- All kitchen activities are documented and carried out in accordance with approved AWC OH&S policies and procedures.
- Ensure incoming food orders are stored appropriately, including all items being checked against the order form on arrival for accuracy.
- Maintain kitchen records such as fridge and freezer temperature charts.
- Maintain an understanding and awareness of safety issues [relevant to both the hospitality industry and associated in working in a remote location] and be willing to implement them.
- Ensure all incidents, accidents and near misses are reported and appropriate forms completed and submitted in a timely manner per the approved AWC procedure. This will include immediately informing the Camp Manager of incident and accidents once appropriate medical treatment has been sought and the situation is in hand.
- Maintain the Incident Report Book.
- Be aware of who the First Aid qualified staff are rostered on each term as well as the location of the RFDS (Royal Flying Doctors Service) medical box, authorised and unauthorised use and associated services.

6. Ecological sustainability

Key activities and responsibilities:

- Undertake operations in a manner consistent with the conservation values of AWC and Mornington Wildlife Sanctuary and promote a culture of ecological sustainability.
- Ensure that all waste is minimised (i.e. recycle where possible).

- Allow visitors the transparency of seeing how AWC promote environmental care in all aspects of operations.
- Get creative with 'plastic free' initiatives and other environmentally sustainable kitchen practises

7. Undertake other duties

Key activities and responsibilities:

- Carry out other day-to-day operational and management tasks, as required, to ensure the effective management of Mornington Wilderness Camp.
- Provide back-up for all hospitality roles, if required (i.e. staff member sick, low staff numbers, wet season commencement), including front desk, all-rounder, and house-keeping and handy person duties.
- Undertake other specified tasks as requested by the Wilderness Camp Manager, in conjunction with Regional Operations Manager (NW).
- Assist with fire control duties, including wildfire control and support activities.
- As requested, assist with land management tasks e.g. weed control, infrastructure maintenance.
- If requested, undertake these tasks at Mornington or other AWC sanctuaries.
- Other duties as specified from time-to-time by the Wilderness Camp Manager or Senior Development Executive.