

Job Description : Ranger Development Officer

POSITION TITLE:	Ranger Development Officer
POSITION NUMBER:	LM030
CLASSIFICATION LEVEL:	CL 6
POSITION LOCATION:	Alice Springs
RESPONSIBLE TO:	Coordinator Training and Development
LAST REVIEWED:	July 2023

KEY FUNCTIONS

Coordinate the delivery of training to remote ranger groups across Central Australia to enable implementation of on-ground land management programs. This includes liaising with training providers and CLC staff to develop and deliver remote and town based training programs. Lead the project management for CLCs Annual Ranger Camp.

SPECIFIC ROLE RESPONSIBILITIES AND DUTIES

1. Coordinate training programs for remote ranger groups across the CLC region;
2. Liaise with training providers and Ranger Group Coordinators to develop training packages that meet the needs of rangers and arrange delivery in remote and town- based settings;
3. Coordinate the annual Ranger Camp, which is a major training and development event for CLC rangers.
4. Maintain an up-to-date database of all training undertaken by ranger program staff;
5. Represent the CLC and ranger programs in relevant meetings and employment and training forums;
6. Develop a training plan for each ranger group to safely and effectively implement work programs;
7. Develop individual training and development plans for rangers to support workplace performance and identify pathways to assist professional development and career progression;
8. Provide ranger training data and relevant information to meet the reporting requirements of the CLC and external funding agreements;
9. Support Ranger Group Coordinators to maintain a safe working environment by reviewing and promoting best practice WHS standards;
10. Identify funding opportunities and programs to support ranger groups; and
11. Other duties that are safe, legal and logical while being within the limits of the employee's skill, competence and training consistent with the classification structure.

MONITORING AND COMPLIANCE REQUIREMENTS

- Aboriginal Land Rights (NT) Act, 1976
- Northern Territory Aboriginal Sacred Sites Act
- Native Title Act, 1993
- CLC Corporate Plan
- CLC Enterprise Agreement and Code of Conduct
- CLC Risk Management Plan
- Industrial Relations Legislation
- Public Governance, Performance and Accountability Act 2013 (PGPA Act)
- Work Health & Safety Act (Cwth) 2011
- Workers Compensation Legislation
- Anti-Discrimination and Privacy Legislation and
- CLC Policies and Procedures

WORKING RELATIONSHIPS

- Reports to and receives direction from the Coordinator, Ranger Training and Development;
- Work collaboratively with all other staff of the Land Management Section in making positive contributions to the CLC's performance
- Develops and maintains good working relationships with CLC constituents, partner organisations, and government and non-government agencies relevant to the functions of the positions.

EXTENT OF AUTHORITY

- Financial authorisation as per the CLC Purchasing and Procurement Policy

SELECTION CRITERIA

ESSENTIAL

1. Understanding of the practical components of remote ranger programs including familiarity with WHS requirements.
2. Ability to communicate effectively, including consulting, negotiating, and facilitating meetings with rangers, internal staff, and external organisations and consultants.
3. Ability to communicate effectively in writing through preparation of correspondence, reports and submissions and experience in using and maintaining basic databases.
4. Experience in project planning and coordination with minimum supervision, including time management, reporting, and budget management.
5. Appropriate level of health and fitness to meet the rigours of remote fieldwork including driving long distances in a 4WD vehicle, changing tyres and lifting up to 20kg as necessary.
6. A current NT driver's licence and the ability to operate four-wheel drive vehicles safely in remote localities.
7. Must hold (or be capable of holding and apply for) an Ochre Card from SafeNT and undertake a National Police Certificate assessment if required.

DESIRABLE

1. Relevant qualifications and/or demonstrated professional experience in vocational education and training, preferably in natural resource management, WHS or other related field.
2. Knowledge and understanding of the overall context in which the Central Land Council operates.
3. Familiarity with programs, agencies and providers relevant to indigenous employment and training in Central Australia.
4. Knowledge of Aboriginal society and culture and an understanding of relevant issues in the contemporary Australian context.
5. Certificate IV in Workplace Training and Assessment or certificates relevant to the practical implementation and co-ordination of on-ground land management programs.

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APPROVAL DATE: July 2023