



Director, Natural Resource Management Policy & Programs

Job Description

Reports to: Chief Executive Officer

Status: Full-time

Direct reports: Cultural and Natural Resource Management Adviser
Water Management Officer
Forest Management Officer

Location: Alexandra/Broadford

Prime Function

To coordinate and direct TLaWC's Natural Resource Management Policy agenda by developing a range of strategies and partnerships, leveraging RSA provisions and other State and Federal programs. Drive Taungurung land management interests.

Key Duties

1. Engage with relevant State agencies and with relevant TLaWC staff in order to develop a comprehensive and visionary plan for the appropriate management of the entire Taungurung estate, with which all State program development into the future will need to comply
2. Manage staff so as to ensure a consistent approach and a coherent plan for Taungurung country management
3. Manage the Natural Resource Management Special Projects team, and take responsibility for budgeting, reporting and compliance associated with all grant funding associated with the responsibilities of that team
4. Work collaboratively across TLaWC to drive a range of outcomes in relation to treaty, NRM, economic development and nation-building
5. Provide specialist technical advice and advocacy in engaging with a range of stakeholders on NRM and country management matters
6. Prepare high quality briefs, submissions, reports and presentations for TLaWC senior management and/or government and non-government partners.
7. Take responsibility for leading work – policy, strategic and operational – that will position TLaWC to receive significant funding in relation to NRM and country management projects
8. As part of the management team, actively contribute to the development of organisational policies, systems, and procedures and processes that will ensure a best practice approach to everything TLaWC does.

Selection Criteria

Essential knowledge and skills

- Tertiary qualifications (preferred) or strong experience and capability in one or more of the following areas: environmental science, conservation and land management, land management planning, participatory natural resource management in cross-cultural contexts
- Strong written and oral communication skills
- Demonstrated capacity in the following areas: policy co-design and advice; policy advocacy, program co-design and project management
- Knowledge and understanding of the political, social and economic issues affecting Aboriginal Victorians and, specifically, of the provisions of the Traditional Owner Settlement Act
- Demonstrable management/ team leaderships ability
- Current Victorian Driver's licence.

Personal qualities

1. Good professional judgment and confident decision-making in relation to core duties
2. High ethical standards and personal integrity
3. Ability to maintain confidentiality in relation to sensitive information
4. A strong work ethic and an ability to attend to duties without constant supervision and direction
5. Strong organizing and time management habits
6. High emotional intelligence

Adherence to Code of Conduct

All TLaWC staff must comply fully with the staff Code of Conduct.

Key Performance Indicators

- Taungurung's role in land management decision-making is measurably increased
- TLaWC grant income in relation to environmental management is measurably increased
- Special projects staff (water, forests etc) have increased direction, productivity and effectiveness
- TLaWC has new and stronger partnerships in relation to land management
- TLaWC's Country Plan has become a dynamic document, being supported by a range of specific targeted strategies
- Key partners in State and local government and their subsidiary agencies recognise the strength and appropriateness of TLaWC land management policies and plans and defer to TLaWC leadership in all on-country matters

Date written: August 2020