

Program Coordinator – Cultural, Environmental, Social, Governance (CESG) Framework

Job Description

Reports to:	Manager – Renewable Energy Program & Planning (shared role)
Status:	0.8 FTE (4 days/week)
Term:	6-month fixed term to start with
Direct reports:	None
Location:	Broadford

The Taungurung Land and Waters Council (TLaWC) acts as the voice of the Taungurung people – a people with a strong sense of shared identity, self-determining in the management of Country and culture.

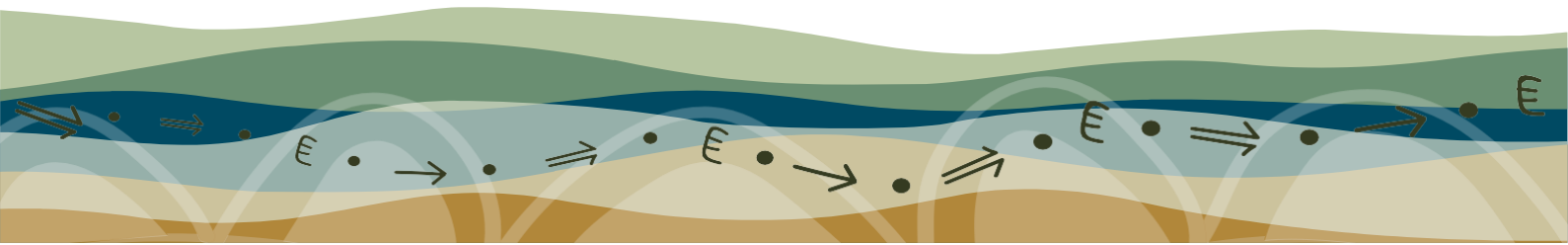
As a Registered Aboriginal Party, TLaWC upholds the interests of the Taungurung people with emphasis on economic, social and cultural well-being.

TLaWC's focus is to preserve the past, protect the present and strengthen the future of the Taungurung Nation, which occupies a large part of Central Victoria.

Primary Function

The Program coordinator – CESG sits within the Renewable Futures Program & Planning Team and will be responsible for supporting implementation and improvement of the CESG Certification Framework, alongside Renewable Futures Program Managers. This work sits within Taungurung's strategic planning, development and implementation of renewable energy and other strategic priorities and projects in consultation with community, the board and TLaWC.

Key Duties

- Responsible for supporting and co-ordinating processes involving developers and other potential partners undertaking CESG certification and benefit-sharing negotiations
 - Contributing to reviewing and refining the CESG Framework and developing new processes and supporting tools.
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- Contributing to adaptation of the CESG Framework internally with other TLaWC Teams and externally with partnering Traditional Owner Groups.
- Working effectively with all TLaWC staff teams to ensure CESG outputs and benefits are understood and responded to from all organizational perspectives
- Providing input to renewable energy initiatives from perspectives and learning developed through CESG processes.
- Contributing to monitoring, reporting and evaluation of agreements and outcomes arising from CESG Certification.
- Build and strengthen relationships within networks to progress CESG objectives
- Support implementation of an effective Occupational Health and Safety Management System (OHSMS) through allocation of required resources.

Role Requirements

- Periods of time spent at a desk working on a computer and through online meetings
- Reasonable level of health and fitness required to perform the inherent requirements of the role
- Travel to meetings and forums on Country, in Melbourne and across regional Victoria, which may require some time away from home.

Essential capacities

- Experience and capability from working on environmental, social, governance approaches and frameworks
- Well-developed strategic thinking and planning skills
- Demonstrated ability to communicate effectively and sensitively with Aboriginal people
- Highly developed and demonstrated communication skills – both interpersonal and in writing
- Knowledge and understanding of the political, social and economic issues affecting Aboriginal Victorians or strong commitment to developing this understanding
- A high level of competence in digital programs and applications – especially in relation to effective note taking, report writing and project management tools.
- Excellent interpersonal skills and the ability to liaise, engage, coordinate, and negotiate across stakeholders and collaborators with a wide range of expertise and backgrounds.



- Victorian Driver's license
- Have or be willing to obtain WWC and police check

Personal Attributes

- Good professional judgment and confident decision-making in relation to core duties
- High ethical standards and personal integrity
- Ability to maintain confidentiality in relation to sensitive information
- Strong organizing and time management habits
- A high degree of emotional and social intelligence
- Ability to collaborate and co-create value

To work with TLaWC applicants must have

- An understanding of the importance of Country to Traditional Owners and the recognition of Taungurung as Traditional Owners
- An ability to communicate sensitively and effectively with Traditional Owners
- A commitment to self determination
- Adherence to the TLaWC code of conduct

Key Performance Indicators

- CESG Framework reviewed and refined through co-designed processes with the Renewable Futures Team
- Contribute to monitoring and reporting of CESG outputs and outcomes completed fortnightly.
- Effective representation of TLaWC interests in processes associated with the Victorian Access Regime and VicGrid Community Engagement and Social Value Guidelines
- Engage with renewable energy developers in ways that lead to effective partnerships and negotiated agreements
- Support adaptation of the CESG Framework internally across TLaWC and with Traditional Owner Group partners.

I _____(Name) understand the inherent requirements of this role



Sign_____ Date_____

