

JOB HIGHLIGHTS PACK

Role:	Jarndu Country Manager (Female)
Department:	Environmental Services, Land and Sea
Reports to:	Country Manager Training and Development Coordinator
Direct Reports:	Nil
Location:	Broome WA
Contract Type:	Casual

ORGANISATIONAL CONTEXT

*“Making mabu liyan real for all, always”
People, land, culture, prosperity*

Nyamba Buru Yawuru (NBY) means ‘This is the place of Yawuru’. NBY is the operational company of the Yawuru Native Title Holders Aboriginal Corporation. NBY manages the day to day business of Yawuru and is engaged in a diverse range of projects which help to provide social, cultural, environmental and financial sustainability for the future of Yawuru people.

PRIMARY FUNCTION

The Country Managers are responsible for assisting in the implementation of management plans for the Yawuru Indigenous Protected Area (IPA), and other projects across Yawuru Land and Sea country.

ESSENTIAL SELECTION CRITERIA

1. Of Yawuru descent (NBY is seeking to increase the diversity of our workforce and improve equal opportunity outcomes for our employees as outlined in section 51 of the Equal Opportunity Act 1984)
2. Female (Being a female is a genuine occupational qualification for this position as per section 27 and 50 of the Equal Opportunity Act 1984)
3. Drivers Licence, or be able to show significant progress towards obtaining one
4. Ability to work positively and effectively in a team

DESIRABLE SELECTION CRITERIA

1. Formal certification e.g. TAFE certificates, first aid, white card
2. Knowledge of Yawuru culture and Country
3. Experience in undertaking land and sea management activities such as weed control, fencing, fauna surveys etc.
4. Experience in using tools and equipment relevant to land management activities
5. Experience developing communication materials and in public speaking

BENEFITS OF WORKING FOR NYAMBA BURU YAWURU



Contribute to the success of Broome's Traditional Owner Group



Generous salary packaging



Active Social 'Binda Binda' (Butterfly) Club



Professional and Inspiring Workplace



Live in the Kimberley; one of the last great wildernesses in the world



Work/Life Balance



Work with a fun and committed team



Learn Yawuru Language



Work with Yawuru Traditional Owners



Involvement with Community at Community Events



Diversity of Projects/ Work Opportunities



Unlimited access to Lynda.com online training

BENEFITS:

Salary Packaging

As a registered Charitable Institution organisation, NBY employees are currently able to salary package up to \$15,899 per annum. Benefits such as Superannuation, Rent / Mortgage payments, credit card or loan payments and others are available to employees to package, which has taxation benefits to the employee.

As Broome is considered a Remote Area for Salary Packaging purposes, additional housing benefits may apply. For further information on salary sacrificing arrangements within the not-for-profit sector, you may refer to AccessPay website accesspay.com.au/salary-packaging.

Leave:

4 weeks Annual Leave, 10 days Personal Leave

LOCATION

Our office is located in Broome in the Kimberley region of Western Australia. Known for its' pearling history and tourism, Broome is a culturally diverse town, with a tropical climate and stunningly beautiful surrounds.

The permanent population is estimated at 15,857, growing to over 45,000 during the tourist season (May – October).

For more information:

<http://www.yawuru.org.au/>

<http://www.lonelyplanet.com/australia/western-australia/broome>

<http://www.visitbroome.com.au/>

<http://www.australia.com/en/places/broome.html>



APPLICATION PROCESS

Applications should be sent electronically to recruitment@yawuru.org.au and addressed to:

Human Resources
Nyamba Buru Yawuru
PO Box 425
Broome, WA 6725

Please include the following in your application:

1. Completed NBY Application for Employment Form (found on NBY website)
2. Cover Letter addressing the Selection Criteria
3. Resume/CV

Should you require further information relating to this position or process, we welcome your call on (08) 9192 9609.

Applications for this position close **4pm Friday, 18th September 2020.**

POSITION	LOCATION	REPORTING RELATIONSHIP
Jarndu Country Manager (Female)	Broome, Western Australia	Reports to the Country Manager Training and Development Coordinator
ORGANISATIONAL CONTEXT		
<p style="text-align: center;"><i>“Making mabu liyan real for all, always”</i> <i>People, land, culture, prosperity</i></p> <p>Nyamba Buru Yawuru (NBY) means ‘This is the place of Yawuru’. NBY is the operational company of the Yawuru Native Title Holders Aboriginal Corporation. NBY manages the day to day business of Yawuru and is engaged in a diverse range of projects which helps to provide social, cultural, environmental and financial sustainability for the future of Yawuru people.</p>		
PRIMARY FUNCTION		
<p>The Country Managers are responsible for delivering the activities within the Yawuru Women’s Country Manager Project and other projects across Yawuru Land and Sea Country.</p>		
LINE MANAGEMENT RESPONSIBILITIES	COMMUNICATIONS AND ENGAGEMENT RESPONSIBILITIES	
Nil	<ul style="list-style-type: none"> • Manager – NT&ES (Land & Sea) • IPA Coordinator • Internal NBY colleagues • Yawuru and non-Yawuru community stakeholders • Consultants and research staff 	
KEY RESPONSIBILITIES		
INDIVIDUAL COMMITMENT		
<ul style="list-style-type: none"> • Show initiative in the workplace, communicate effectively, and maintain a constructive and positive work ethic • Commitment to continuous improvement in work ability and outputs. • Be fit and prepared for work • Wear a uniform and behave in a manner that creates respect for the Women Country Manager team and Yawuru community • Actively embrace and integrate NBY’s vision, mission and values into the role, and model appropriate behaviours • Maintain a professional approach in the workplace • Conform to NBY’s conditions of employment, code of conduct, and organisational policies and procedures • Adhere to relevant legislative requirements including and not limited to the Fair Work Act, Workplace Health and Safety Act and the EEO Act 		
LAND AND SEA FIELD WORK		
<ul style="list-style-type: none"> • Participate in conservation and land management activities with the Land and Sea team, DBCA joint management team, and research partners. This may include, but not be limited to invasive plant control, habitat restoration including seed collection, propagation and replanting, documenting traditional Yawuru plant knowledge and delivering communication materials about the Monsoon Vine Thicket threatened ecological community to the public and local community, animals surveys, fencing, marine research and monitoring. • Participate in all aspects of field work including trip preparation, project activity, safety, pack-up and cleaning • Participate in the development of WHS protocols for field activities. Assist in the development of, and adhere to, the Job Safety Analysis for each project and task • The ability to work as a member of the team, but also develop the capacity to work independently 		

TRAINING

- Participate in on-country trips with Yawuru elders to assist with the transmission of cultural knowledge
- Undertake formal training in Conservation and Land Management, beginning at Certificate II level with opportunities to extend beyond
- Undertake informal training within the Land and Sea Unit including, but not limited to, data collection, computer use and, numeracy and literacy

KEY OUTCOMES OF THIS POSITION

INDIVIDUAL COMMITMENT

- NBY's vision, mission and values are incorporated into all activities, and appropriate behaviours are role modelled in line with organisational policies
- All activities are subject to a demonstrated cycle of continuous improvement

LAND AND SEA FIELD WORK

- Cultural and natural resources covered by Yawuru Native Title are managed sustainably and the objectives within the Yawuru Women's Country Manager Project are met and completed according to established timelines
- Mutually beneficial partnerships are established and maintained with internal and external stakeholders enabling optimal outcomes for the Yawuru resources and community

TRAINING

- Certificate II in Conservation and Land Management within 18 months of engagement and progression towards Certificate III within 24 months
- Develop good reporting skills and good communication skills including computer literacy
- Develop leadership capacity through community engagement and public speaking events

ESSENTIAL QUALIFICATIONS, KNOWLEDGE, SKILLS AND ATTRIBUTES

1. Of Yawuru descent (NBY is seeking to increase the diversity of our workforce and improve equal opportunity outcomes for our employees as outlined in section 51 of the Equal Opportunity Act 1984)
2. Female (Being a female is a genuine occupational qualification for this position as per section 27 and 50 of the Equal Opportunity Act 1984)
3. Drivers Licence, or be able to show significant progress towards obtaining one
4. Ability to work positively and effectively in a team

DESIRABLE QUALIFICATIONS, KNOWLEDGE, SKILLS

1. Any formal certification e.g. TAFE certificates, first aid, white card
2. Knowledge of Yawuru culture and Country
3. Experience in undertaking land and sea management activities such as weed control, native plant restoration
4. Experience in using tools and equipment relevant to land management activities
5. Experience developing communication materials and in public speaking

PRE-EMPLOYMENT REQUIREMENTS

1. National Police Clearance
2. Working with Children Check