

JOB HIGHLIGHTS PACK

Role:	Country Manager Supervisor (50D)
Department:	Environmental Services Unit
Reports to:	IPA Coordinator
Direct Reports:	Leads the Country Managers Team
Location:	Broome, WA
Contract Type:	Permanent / Full-Time

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 Manager Supervisor provides support to the Environmental Services IPA Coordinator, Manager and Assistant Manager and by coordinating project activities and the Country Manager team to deliver on the sustainable management of the natural and cultural values that are part of the Yawuru Native Title rights and interests and contained within the Yawuru Cultural Management Plan and the IPA Management Plan.

ESSENTIAL SELECTION CRITERIA

1. Substantial experience in cultural and natural resource management, preferably in an Aboriginal cultural context.
2. Experience in the understanding of ground water monitoring and hydrology.
3. Strong organisational skills including the ability to manage competing priorities and deliver outcomes in a range of projects.
4. Experience in managing a team in conservation ecosystem management.
5. High level interpersonal and communication skills to develop good working relationships with internal and external stakeholders.
6. Computer and data entry skills, particularly within Microsoft Office programs along with the knowledge and ability to use document management systems.
7. Qualification and/or equivalent experience in fire mitigation and prescribed burning.

DESIRABLE SELECTION CRITERIA

1. Tertiary qualification and/or equivalent experience in a relevant discipline.
2. Previous knowledge of barriers faced by Yawuru people and the Yawuru community as a whole.
3. Familiarity with legislation relating to Native Title and related land use in Western Australia.
4. Experience with GIS systems.

BENEFITS OF WORKING FOR NYAMBA BURU YAWURU



Contribute to the success of Broome's Traditional Owner Group



Generous salary packaging



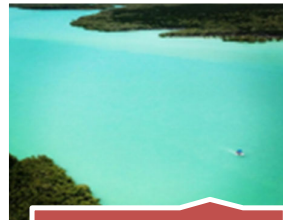
Active Social 'Binda Binda' (Butterfly) Club



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 Go1 training platform

Salary Packaging

Salary packaging is a government incentive that allows you to use money that previously would have been paid as tax to pay for the items which you have chosen to salary package. Spending pre-tax dollars from your salary will decrease the stated gross income on your Payment Summary (group certificate) and increase your take home pay. As a registered Charitable Institution, eligible NBY employees can salary package up to \$15,900 per year for everyday expenses. Every day expenses may include your mortgage or rent, bills, shopping and petrol.

As Broome is considered a Remote Area, additional benefits may also apply. For further information refer to the AccessPay websites <https://accesspay.com.au/salary-packaging/>

ELIGIBILITY

NBY recognises Aboriginality as a genuine qualification for this position under 50D of the *Equal Opportunity Act 1984*. To apply you must be of Aboriginal or Torres Strait Islander descent, identify as and be recognised as such by the community.



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.com/>

<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 including a cover letter addressing the selection criteria and your CV.

Should you require further information relating to this position or process, we welcome your call on (08) 9192 9600 and ask for Bronwyn Clark, Manager Human Resources & Organisational Development.

Applications for this position close **Thursday, 8 August 2024.**



POSITION	LOCATION	REPORTING RELATIONSHIP
Country Manager (CM) Supervisor	Broome, Western Australia	Reports to the IPA Coordinator
ORGANISATIONAL CONTEXT		
<p style="text-align: center;"><i>“Making mabu liyan real for all, always” 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 Manager Supervisor provides support to the Environmental Services IPA Coordinator, Manager and Assistant Manager and by coordinating project activities and the Country Manager team to deliver on the sustainable management of the natural and cultural values that are part of the Yawuru Native Title rights and interests and contained within the Yawuru Cultural Management Plan and the IPA Management Plan.</p>		
LINE MANAGEMENT RESPONSIBILITIES	COMMUNICATIONS AND ENGAGEMENT RESPONSIBILITIES	
<ul style="list-style-type: none"> • Leads the Country Managers Team 	<ul style="list-style-type: none"> • Manager Environmental Services (Land & Sea) • Assistant Manager Environmental Services • IPA Coordinator • Country Managers • ESU Admin Officer • ISWAG Project Manager • Internal NBY colleagues • Yawuru and non-Yawuru community stakeholders • Consultants and research staff 	
KEY RESPONSIBILITIES		
<p>LEADERSHIP</p> <ul style="list-style-type: none"> • Participate in the Yawuru IPA annual work planning, including the Monitoring, Evaluation, Reporting and Improvement (MERI) plan, fee-for-service projects and other site or project plans. • Facilitate professional development of the Country Manager team by coordinating training in Ecosystem Management (TAFE), liaising with KLC and TAFE and promoting learning outcomes through field work. • Mentor the Country Manager Team to encourage leadership, initiative, and capacity development. • Promote and assist positive communications between the Country Manager Team and management to ensure that communication between them is effective and conducted in good faith (i.e., with sincere intentions to be fair, open, and honest regardless of the outcome). • Attend and lead the Country Manager team at Ranger exchanges, events and forums. 		



ENVIRONMENTAL SERVICES PROJECTS

Operations:

- Co-ordinate Country Manager operations in conservation and land management and marine operations activities including work planning, staffing, logistics and on-ground delivery.
- Plan, supervise and participate in field activities associated with completing the work plan and fee for service activities - including periods in the field, i.e., camping overnight for field work, survey or training.
- Support the Country Manager team to build skills and capacity to participate in on-ground field activities.
- Lead the Country Manager team in the annual prescribed burning program according to level of training and experience and contribute to the annual fire planning process.
- Manage and maintain infrastructure and assets including vehicles, equipment, and small machinery.
- In conjunction with the IPA Coordinator, Assistant Manager, or the ESU Manager work as part of ESU project team for nominated projects.

Training and Development:

- In conjunction with IPA Coordinator Identify individual training needs and liaise with training providers and other Kimberley Ranger groups to develop training opportunities for Country Managers including formal training for the achievement of Certificates 2, 3, and 4 in Ecosystem Management (CALM) and other training and education pathways.
- Facilitate informal training within the ES Unit including, but not limited to mentoring, public speaking, data collection and management, computer use, GIS and remote sensing, numeracy, literacy, and project management.
- Undertake relevant training to complete Cert 4 Ecosystem Management and other relevant training for professional and personal development.
- Undertake relevant training to maintain and manage records in the ESU including the ESS database job scheduling, training scheduling and monitoring data and reporting.

Communications and Stakeholders:

- Assist in delivery of project reports to the PBC and the ESU Advisory Committee.
- Work collaboratively with key partners including government, industry, NGOs, and training providers as required to deliver joint programs, strengthen partnerships, and increase opportunities for Yawuru people.
- Identify and facilitate collaborative projects between the Yawuru Joint Management program and the Yawuru IPA program.
- Assist researchers to engage in approved on-country research with Rangers and other Traditional Owners, and direct research requests through appropriate channels.
- Ensure JSA's are completed for each activity.
- Coordinate education and outreach activities within the local indigenous and non-indigenous community to promote the Country Managers work.
- Participate in regular ESU team meetings and support Country Manager involvement and participation in regular team planning including the MERI planning process.

INDIVIDUAL COMMITMENT

- Embrace and integrate NBY's vision, mission and values into the role, and model appropriate behaviours.
- Work collaboratively with management and staff across the business in support of NBY's strategic objectives.
- 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.

- Continuously identify opportunities for improvement.

ESSENTIAL QUALIFICATIONS, KNOWLEDGE, SKILLS, AND ATTRIBUTES

1. Substantial experience in cultural and natural resource management, preferably in an Aboriginal cultural context.
2. Experience in the understanding of ground water monitoring and hydrology.
3. Strong organisational skills including the ability to manage competing priorities and deliver outcomes in a range of projects.
4. Experience in managing a team in conservation ecosystem management.
5. High level interpersonal and communication skills to develop good working relationships with internal and external stakeholders.
6. Computer and data entry skills, particularly within Microsoft Office programs along with the knowledge and ability to use document management systems.
7. Qualification and/or equivalent experience in fire mitigation and prescribed burning.

DESIRABLE QUALIFICATIONS, KNOWLEDGE, SKILLS

1. Tertiary qualification and/or equivalent experience in a relevant discipline.
2. Previous knowledge of barriers faced by Yawuru people and the Yawuru community as a whole.
3. Familiarity with legislation relating to Native Title and related land use in Western Australia.
4. Experience with GIS systems.

PRE-EMPLOYMENT REQUIREMENTS

1. Current 'C' Class driver's licence.
2. National Police Clearance.

CERTIFICATION

Details contained in this document are an accurate statement of duties, responsibilities, and other requirements of the role.

Approved Delegate: _____ Signature: _____ Date _____

IPA Coordinator: _____ Signature: _____ Date _____

