

Liverpool Plains and Gunnedah Local Landcare Coordinator

Employer	Tamworth Regional Landcare Association
Location	Liverpool Plains and Gunnedah council regions – working from home office with some travel required.
Classification/Tenure	Part-Time position, a minimum of 17.5 hours per week, contracted.
Remuneration	Commensurate with experience, starting at \$83,187 package (incl. Super) per annum. A&C Grade 4 - Top of Band (Yr 4).
Organisation Profile	<p>The Tamworth Regional Landcare Association (TRLA) is the peak Landcare association in our region, and includes the Peel River and adjacent catchment areas. We work to support local Landcare groups with on-the-ground works for biodiversity restoration and conservation as well as promoting education, communication and sustainability.</p> <p>Our Members, groups, volunteers and staff are our most important resource.</p>
Position/Role Objectives	<p>The Local Landcare Coordinator(LLC) is responsible for providing support to and assisting with coordination of local community volunteer Landcare groups in the Liverpool Plains and Gunnedah local council areas. The Local Landcare Coordinator will work with the Landcare groups and organisations of their area to support and empower them to achieve their own goals, to participate in Landcare, to partner with Local Land Services (LLS) and other Government agencies and community organisations to deliver on the target outcomes of the LP3 – Landcare NSW (LNSW) Program.</p> <p>Supported by, and working directly with, their host organisation, the LLC will directly interact with Landcare and agencies at the local district and network scale. They will focus on empowering participation in Landcare by individuals and groups, to increase the capacity of these groups and engagement with sustainable agricultural and urban practices.</p> <p>The LLC will be expected to collaborate with a range of Landcare support mechanisms including other Local Coordinators, Regional Coordinators, Regional Administration Support Officers, Landcare Committees, Local Government and LLS.</p>

Key Deliverables of a Local Landcare Coordinator:

Local Landcare group and network support and advocacy

- community liaison – act as a central contact point for the relevant host organisation and other Landcare groups it supports to supply information to the public or members.
- stimulate local community engagement and participation in Landcare.
- provide support to groups, networks, Landcarers and landholders to participate in natural resource management activities that address critical agricultural sustainability and environmental issues.
- undertake and support planning for groups and projects.
- rostering and coordination of volunteers and members groups.
- attendance and engagement with Landcare NSW initiatives including state muster, case studies and CAT reporting.

Host organisation support and capacity building

- regular communication with members and volunteers which will include creation of newsletter and social media content.
- managing database of information from Landcare to utilise in projects.
- communicating information on projects and group work to other members of the team/group
- represent local group needs through participation in Regional and State Community of Practice
- assisting in Grant Submissions – Grant Fundraising

Reporting

- monitor, evaluate and report on activities and outcomes.
- facilitate linkages between Landcare activities/projects, Local Land Services and Landcare NSW through completion of case studies etc.
- work with Host and local groups to develop and implement a Local Priority Action Plan
- work with the Regional Coordinator to develop and support the implementation of Regional Priority Plan.

Reporting/Supervision arrangements

Position reports to the Tamworth Regional Landcare Association President, local steering committee and TRLA executive.

Links to existing programs

The successful applicant will be working in a broader Landcare network, with support available. The LLC will work closely with the Host organisation and other Landcare group’s staff and Board members, along with a broader network of LLCs, Regional Landcare Coordinators and LLS staff across the NW and surrounding regions.

Competencies

Essential skills

- strong communication skills both oral and written.
- strong time management and work efficiency skills
- interpersonal skills – ability to liaise and engage with a broad range of people effectively and maintain relationships.
- a strong interest in, and commitment to, local environmental and agricultural land management issues.
- a proactive and community minded attitude.
- valid Working With Children Check.
- A current driver’s licence and ownership of comprehensively insured car.

Highly desirable skills and experience

- Social Media Skills – ability to create and implement communication across social media on various platforms.
- experience in project planning, management, record keeping and report writing and grant writing.
- excellent networking and stakeholder engagement skills
- sound coordination, administration, and computer skills
- is flexible about their working hours over the period of employment.

Selection Criterion

Please address each of the following criteria:

1. Sound understanding of natural resource management issues in the region and empathy with the local community and demonstrated experience or a qualification in Natural Resource Management, Environmental Science, Sustainable Agriculture or similar.
2. Demonstrated well developed written and oral communication skills, including competency in the use of Word, Excel, email, Publisher, and the internet.
3. Demonstrated ability to work with and develop community groups, including group facilitation, action planning and mediation skills.
4. Proven ability to work with Government agencies, community groups and landholders, including schools and indigenous groups.
5. Demonstrated ability to work with minimum supervision, use initiative and work as part of a team or network.
6. Ability and willingness to work outside office hours from time to time, to contact landholders and attend community group meetings.
7. Ability to travel from time to time.
8. Current Driver’s License.

<p>Additional Information</p>	<p>Tamworth Regional Landcare Association is an equal opportunity employer, with employment under the organisation’s standard employment agreement or as negotiated.</p> <p>Attendance at meetings outside of normal work hours may be required.</p> <p>Travel around the region and infrequent travel and overnight stays will be required.</p> <p>You may be required to use your own vehicle for work purposes and provide us with copies of current Comprehensive insurance policies for your vehicle. Vehicle use will be reimbursed on a per kilometre basis.</p> <p>For further information about the position please contact The Tamworth Regional Landcare Association Executive Officer – Jacqui Gidley-baird on 0401717015</p>
<p>To apply for the position</p>	<p>To apply, please provide the following:</p> <ol style="list-style-type: none"> 1. Brief covering letter, outlining why you seek this position (1 page). 2. Your current CV/resume (4 pages maximum). 3. Your claims against each of the selection criteria (4 pages maximum). 4. Contact details for 2 referees, which should include a current or recent employer or supervisor. 5. Applications to be emailed to jacqui@trla.org.au
<p>Closing Date</p>	<p>Applications close Friday 24th February</p>