

Wimmera CMA

POSITION DESCRIPTION



Landcare Facilitator

Position Details

Position Title:	Landcare Facilitator (Parental Leave Position)
Salary range:	Band 3.1 to 3.4 (\$73,413 - \$80,703) pro rata Commensurate with skills and experience
FTE:	Up to .5 FTE
Term:	Temporary (12 months)
Work Unit:	Community Delivery
Position Reports To:	Community Delivery Manager
Date Prepared/Author:	20 Dec 2024 (Joel Boyd)

Approved by:

14/01/2025

*Acting Chief Executive
(Wimmera CMA)*

Wimmera CMA pride ourselves on integrating community values in to the planning and coordination of land, water and biodiversity management. To achieve this, we provide a workplace and work practices that embrace, reflect, respect and promote the diversity of our community and support inclusion and participation for all. This is supported by a workplace culture built on respect that is inclusive, adaptive and agile and supports increased participation by all members of our community in the protection of our natural environment.

Position Purpose

The purpose of the Landcare Facilitator role is to support Landcare and environmental volunteering groups in the Yarriambiack Shire area, and the Yarrilinks Landcare Network, to build capacity and resilience, and undertake works for the protection, enhancement and restoration of the land and natural environment in this important part of our region.

Position Objectives

The objectives of the Landcare Facilitator role are to:

- Maintain and strengthen relationships between Wimmera CMA, the Department of Energy, Environment and Climate Action, and local community groups.
- Contribute to the implementation of the goals of the Victorian Landcare Facilitator Program (VLFP) led by the Department of Energy, Environment and Climate Action. These are:
 - enable Landcare and environmental volunteering groups and networks to plan strategically, leverage additional investment and deliver on-ground projects.
 - support groups and networks to engage and collaborate with their local communities and build partnerships.
 - encourage broad and diverse participation in Landcare and environmental volunteering
 - support groups and networks to operate effectively and to grow, adapt and be resilient
 - build community capacity and capability.
 - report on outcomes to inform continuous program improvement.

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- Work collaboratively with equivalent positions operating in the Horsham Rural City area, the Hindmarsh Shire area, the West Wimmera Shire area, and the Upper Wimmera catchment as part of the Victorian Landcare Facilitator Program.

Position Context

The position is a member of the Delivery Team and will work closely with the Statutory and Strategy Team.

Delivery:

The Wimmera CMA Delivery team is responsible for delivering NRM operational programs and all aspects of associated project management. The Delivery team works closely with the community, key stakeholders, government agencies and partners to achieve project outcomes that may include on ground works or community capacity building.

Statutory & Strategy

This unit is responsible for the development of key plans and strategies, providing advice and information about asset management priorities and organisational policy and collecting and interpreting technical data and information relating to asset condition. A major activity within this unit is to manage investor relationships.

Position Reports to

The position reports to the Community Delivery Manager.

Positions that report to the Landcare Facilitator

No internal positions report to the Landcare Facilitator.

Health & Wellbeing

Employees have a responsibility to take reasonable care to protect their own health and safety and to avoid adversely affecting the health and safety of any other person.

All employees have a responsibility to:

- Report any incident or hazards at work to their manager, supervisor or a health and safety representative (HSR).
- Carry out their roles and responsibilities as detailed in the relevant health, safety and wellbeing policies and procedures.
- Obey any reasonable instruction aimed at protecting their health, safety and wellbeing while at work.
- Use equipment provided to protect their health and safety while at work.
- Assist in the identification of hazards, the assessment of risks and the implementation of risk control measures.
- Consider and provide feedback on any matters which may affect their health, safety and wellbeing.
- Demonstrate leadership of our OH&S principles when working with volunteers and contractors.

For staff who accept nominations as a health and safety representative on the Health & Wellbeing Committee, responsibilities in addition to those listed above are also allocated and communicated when accepting the role.

Responsibilities

Under the guidance of the Community Delivery Manager:

- Deliver activities on the six Key Work Areas in the VLFP Work Plan with Landcare and environmental groups and networks and other volunteers and community members in the Yarriambiack Shire area. These are:
 - Support the development of on-ground natural resource management projects (Key Work Area 1).
 - Secure project grants and leverage other funding (Key Work Area 2).
 - Undertake community engagement, collaboration and partnership building (Key Work Area 3).
 - Build local community capacity to enable groups, networks and communities to be resilient (Key Work Area 4).
 - Assist with planning and priority setting processes (Key Work Area 5).
 - Assist with monitoring, evaluation and reporting (Key Work Area 6).

Qualifications and proven ability

Key Selection Criteria

Essential:

1. An appropriate tertiary qualification and/or relevant practical experience in community-based natural resource management and sustainable agriculture.
2. Proven ability to support Landcare and environmental volunteering groups who undertake works for the protection, enhancement and restoration of our land and natural environment.
3. Proven ability to make new community connections and develop networks.
4. Demonstrated sound communication and interpersonal skills.
5. Demonstrated ability to work independently and in a diverse team.
6. Ability to perform both field work and office-based tasks.

Desirable:

- An appreciation of the Wimmera CMA's activities, responsibilities and strategic directions.
- An appreciation of the Victorian Landcare Facilitator Program and its importance in the Wimmera region.
- An appreciation of Yarrilinks Landcare Network and local Landcare groups and projects undertaken in the Yarriambiack area.

Other Relevant Information

- The position will be required to work from our offices located in Horsham, Victoria.
- Terms and conditions of employment will be in accordance with the current Wimmera CMA Enterprise Agreement (Wimmera CMA Enterprise Agreement 2020-24, or its successor).
- Possession of a current Victorian Driver's Licence is required, experience in the operation of a 4WD would be an advantage.
- The position is will involve work outside normal office hours.
- The position will involve field work.
- Annual Workplan reviews will be undertaken in October each year.
- Wimmera CMA is a public-sector authority.
- A health declaration is required to be signed prior to acceptance of the role.
- An employment working with children check is a condition of employment (with evidence of lodgment provided upon acceptance of the role; and successful receipt during the probationary period.)

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Further Information

- For more information on the position or the organisation, please contact:
Mr Joel Boyd
Community Delivery Manager
Wimmera CMA
Telephone: 0429 949 196

Submitting an Application

- Applications should include a covering letter, response to key selection criteria, and curriculum vitae/resume and be submitted via email to jobs@wcma.vic.gov.au.

Applications close **10.00am** on **Monday 10 February 2025**.