

Position Title	Aboriginal Landcare Coordinator
Department	City Future
Unit	Sustainable Future
Team	Cooks River Alliance
Supervises	Nil
Reports To	Executive Officer - Cooks River Alliance
Grade	G
Date Prepared	25/05/2020
Date Last Updated	8/02/2024

Our Vision & Values: A leading organisation that collaborates & innovates



We are committed to **safety**



We work as one **team**



We act with **integrity**



We care about our **customers**



We **continuously improve**

Primary purpose of position

The role will facilitate mutually beneficial relationships between Landcare groups, Greater Sydney Landcare, Landcare NSW, and Cooks River Alliance Members to increase action that improves the health of the Cooks River and its community. This includes directly interacting with Landcare and agencies at the local district and network scales, as well as Aboriginal peoples and organisations, to empower participation in Landcare by individuals and groups in a culturally sensitive manner, to increase capacity of these groups, and to deliver target outcomes of the NSW Landcare Enabling Program 2023-2027.



Accountabilities

- Stimulate local community engagement and participation in Landcare.
- Develop mutually beneficial partnerships with relevant communities and people to implement Cooks River projects and activities.
- Facilitate the participation of Aboriginal people in existing activities within the Cooks River catchment including Landcare activities, in a culturally sensitive and safe manner.
- Oversee the implementation of the Cooks River Alliance Goolay'yari Aboriginal Community Partnership Strategy.
- Identify funding sources that align with the position and the Alliance Strategic Plan.
- Represent the Alliance in relevant working groups and committees from Landcare, community and all levels of government.
- Provide reports to the Alliance and member organisations.
- Participate in regional and NSW Landcare activities including professional learning.
- Contribute to the activities of the Cooks River Alliance.
- Provide support to the Cooks River Alliance secretariat team as required.
- Facilitate Linkages between Landcare activities/projects, Local Land Services, and Landcare NSW through the completion of case studies.
- Work with the Alliance and local groups to develop and implement a local Priority Action Plan
- Work with Regional Landcare Coordinator to develop and support the implementation of the Regional Priority Plan
- Monitor, evaluate, and report on activities and outcomes to Alliance Members and Greater Sydney Landcare

Position capabilities and level

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position. Refer to the next section for further information about the focus capabilities.

Capability Profile – Senior Technical/ Professional Specialist

Capability Group	Capability Name	Level
 Personal Character	Lead Self	Advanced
	Display Resilience	Adept
	Act with Integrity	Advanced
	Safety and Accountability	Advanced
 Relationships	Communicate and Engage	Adept
	Customer and Community Focus	Adept
	Work Collaboratively	Advanced
	Influence and Negotiate	Adept
 Results	Plan and Prioritise	Advanced
	Think and Solve Problems	Adept
	Innovate and Improve	Advanced
	Deliver Results	Advanced
 Resources	Finance	Adept
	Assets and Tools	Adept
	Technology and Information	Adept
 People Leadership	Procurement and Contracts	Adept
	Manage and Develop People	N/A
	Inspire Direction and Purpose	N/A
	Optimise Workforce Contribution	N/A
	Lead and Manage Change	N/A

Focus Capabilities

The focus capabilities for the position are those judged to be most important at the time of recruiting to the position. That is, the ones that must be met at least satisfactory level for a candidate to be suitable for appointment.

CBCity Capability Framework - Focus Capabilities

Group & Capability	Level	Behavioural Indicators
Personal Character		
Act with Integrity	Advanced	<ul style="list-style-type: none"> • Models ethical behaviour and reinforces it in others • Represents the organisation in an honest, ethical and professional way and sets an example for others to follow • Promotes integrity, courage and professionalism inside and outside the organisation • Monitors ethical practices, standards and systems and reinforces their use • Proactively addresses ethical and people issues before they magnify
Relationships		
Communicate and Engage	Adept	<ul style="list-style-type: none"> • Tailors content, pitch and style of communication to the needs and level of understanding of the audience • Clearly explains complex concepts and technical information • Adjusts style and approach flexibly for different audiences • Actively listens and encourages others to provide input • Writes fluently and persuasively in a range of styles and formats
Results		
Deliver Results	Advanced	<ul style="list-style-type: none"> • Sets high standards and challenging goals for self and others • Delegates responsibility appropriately and provides support • Defines what success looks like in measurable terms • Uses own professional knowledge and the expertise of others to drive results

		<ul style="list-style-type: none"> • Implements and oversees quality assurance practices
Resources		
Technology and Information	Adept	<ul style="list-style-type: none"> • Selects appropriate technologies for projects and tasks • Identifies ways to leverage the value of technology to achieve outcomes • Ensures team understands their obligations to use technology appropriately • Ensures team understands obligations to comply with records, information and knowledge management requirements

* Focus Capabilities are those judged to be the most important at the time of recruiting to the position. The mix of “focus” capabilities can change over time, reflecting changing work priorities and current team strengths.

Delegations

Decisions associated with this position are to be made in accordance with the Delegations of Authority (Policy186) approved by the General Manager.

Code of Conduct

All staff are required to adhere to the Code of Conduct (CP25).

Work Health & Safety

All staff are required to adhere to Council’s WHS&E Responsibilities and Authorities document (REF229) and associated policies and procedures.

Records Management

All staff are required to comply with Council’s Records and Information Management policies, procedures and guidelines.

Qualifications and Experience

Essential Qualifications

- Qualifications or equivalent experience in ecological restoration, conservation and land management, natural resource management or related area, community engagement, community development, community education, and/or Cultural heritage

Essential Experience

- 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
- Experience working with Aboriginal organisations, communities and people
- Excellent knowledge of key issues related to Aboriginal people and the importance of connecting to Country.
- Ability to work collaboratively in a small, flexible multidisciplinary team

Desirable Qualifications and or 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
- Sound coordination, administration, and computer skills
- Willingness to be flexible concerning working hours

HUMAN RESOURCES USE (SELECT YES OR NO)	YES	NO
Does this position fall under the definition of child related employment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this position require incumbent to undergo criminal reference check?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this position require incumbent to demonstrate good driving Licence class required: C Class Drivers Licence	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will incumbent need to make disclosure of pecuniary interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Could there be a conflict of interest with secondary employment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>