

Position Details

Position Title:	Custodians of Country: Cultural Rangers
Program:	Biocultural Landscape
Work Location:	Based in Mildura, travel required throughout the FPMMAC RAP area/region
Term:	Fixed Term, Twelve (12) month contract with possibility of extension
Hours:	38 hours per week
Salary Range:	\$55,396 p.a. plus 10.5% super
Classification:	FSA – Band 2
Reports to:	Nominated Program Manager

About the First People of the Millewa-Mallee Aboriginal Corporation

The First People of the Millewa-Mallee are a community of family groups. Individuals within First people of Millewa-Mallee identify as Latji Latji and Ngintait. The First Peoples of the Millewa Mallee group is not formed based on language group identity. First people of Millewa-Mallee Aboriginal Corporation were registered in 2015 and granted Registered Aboriginal Party status in December 2018

First People of Millewa-Mallee Aboriginal Corporation strongly encourage applications from Aboriginal and Torres Strait Islander people and offers reasonable adjustments for applicants with disabilities. Our values are accountability, integrity, and respect underpin everything we do.

For more information, please visit our website: <https://www.fpmmac.com>

Position Purpose

The primary focus of this position is to compliment the Biocultural Landscape Program. With the aim of building a more culturally aware and culturally safe organisation that understands Aboriginal connection to country, Aboriginal Cultural Knowledge, and the essential role that Aboriginal people play in caring for country.

Work is mainly based outdoors and includes road and culvert maintenance, Feral Animal Eradication, tree felling and clearing, brush cutting, raking and slashing. Operating plant and equipment required for the construction and maintenance of roads, fire trails and firebreaks such as tractors and slashers, chainsaws, whipper snippers, fumigators, pumps etc. is part of the role.

Key Accountabilities

ACCOUNTABILITY	DESCRIPTION AND MEASUREMENT
Leadership and Performance Management	<ul style="list-style-type: none"> • Ensure individual and organisational goals are achieved and services are provided in an effective and timely manner. • Represent FPMMAC in a professional manner during all activities with FPMMAC personnel, partnership organisations and other service providers. • Regularly monitor and assess own performance to assist with future development.
Operational Services (Plans, Works, and Training)	<ul style="list-style-type: none"> • Actively participate as part of a team to deliver specified FPMMAC services including Cultural Heritage Protection, environmental works and general maintenance. • Responsible for personal health and safety accountabilities including the safety of others in the team. • Undertake activities in accordance with requirements and level of training. • Ensure all work is carried out in accordance with FPMMAC's procedures and policies. • Ensure resources are used effectively and activities are completed within specification including time and budget. • Ensure all equipment is maintained and records associated with plant and equipment are kept up to date. • Respond to day to day issues through informed decision making within delegated responsibility and FPMMAC's policy and procedure. • Undertake Feral Animal Eradication program work as part of a specific team. • Undertake project work as part of a functional project team. • Undertake any other necessary duties as required.
Stakeholder Management and Customer Service Focus (internal/external)	<ul style="list-style-type: none"> • Build strong relationships with line managers, staff, and key stakeholders across the organisation. • Consult and provide stakeholders with timely and accurate advice and support on key matters relating to capability and development. • Seek to understand stakeholder and customer needs to ensure fit for purpose solutions can be implemented. • Deliver upon the required service level performance. • Work collaboratively with the clients and stakeholders to achieve shared goals aligned with government and First Peoples priorities and directions. • Identify trends and events that might impact on future demand for services and the capacity of the area to manage the change.
Values, Safety and Wellbeing	<ul style="list-style-type: none"> • Champion First Peoples preferred culture to meet First People of the Millewa-Mallee Aboriginal Corporation objectives and to promote teamwork, employee development, and empowerment to foster a culture of high performance and a workforce which demonstrates behaviours consistent with First People of the Millewa-Mallee Aboriginal Corporation values. • Provide and maintain a working environment that, as far as reasonably practicable, is safe and without risks to the health, safety, and wellbeing of all (employees, contractors, volunteers).

Finance and Governance	<ul style="list-style-type: none"> • Ensure effective budget management and financial reporting which meets the organisation’s overall legal and statutory requirements and control expenditure within budget limits whilst maximising the value of management resources. • Lead and support the compliance through internal controls, including policies, procedures, and delegations to manage how decisions and actions are undertaken to achieve First People of the Millewa-Mallee Aboriginal Corporation objectives.
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Your application will be assessed against the following Qualifications, Experience and Selection Criteria

QUALIFICATIONS AND EXPERIENCE

- Experience or interest in Land Management, Cultural Heritage, Aquatic Systems, Flora, and Fauna.
- Current Victorian Full Drivers Licence (Mandatory)
- Demonstrated experience in self-management and supervisory skills.
- Demonstrated experience in customer service, communication, and interpersonal skills.
- Demonstrated experience and knowledge of computer software including Microsoft Word, Excel, and Outlook.
- Certificate in Aboriginal Cultural Heritage Management and/or equivalent experience in a similar field is desirable

SELECTION CRITERIA

NO.	CAPABILITY	DESCRIPTION
1	Organisational Leadership	Contributes to the leadership of the First People of the Millewa-Mallee Aboriginal Corporation, at a local level, by role modelling commitment to the First Peoples
2	People Management	Effectively leads, mentors, and develops staff to meet the work group deliverables
3	Operational Focus	Displays sound understanding of organisational purpose, directions, and governance for managing the country of the First People of the Millewa-Mallee and applies these in day to day and longer-term work.
4	Self-Awareness and Self-Management	Has a clear perception of own personality, including strengths, weaknesses, thoughts, beliefs, motivation, and emotions, and actively practices self-management of both performance and behaviour.
5	Teamwork	Willingly cooperates and works collaboratively towards solutions that generally benefit all involved parties and to accomplish organisational objectives.
6	Resource Management	Actively contributes to the effective and efficient use of resource

ABORIGINAL HERITAGE ACT

- Additional to core duties and responsibilities, there will be training provided for specific functions pertaining to FPMMAC RAP Operations under the *Aboriginal Heritage Act 2006* (the AHA)
- Assist with compliance of 24 hour Stop Orders. Stop Orders are issued where there are reasonable grounds for believing that an act of harm or likelihood of harm to Aboriginal Cultural Heritage and that the Aboriginal Cultural Heritage cannot be properly protected.
- Support the services of improvement notices on a sponsor of a Cultural Heritage Management Plan (CHMP) or the holder of a Cultural Heritage Permit where there has been a suspected contravention against the Act and/or the contravention is likely to be repeated.
- Provide assistance and information to both Aboriginal Victorian Authorised Officers and Aboriginal Victoria Compliance and Enforcement.