



FIRST PEOPLE OF THE MILLEWA-MALLEE ABORIGINAL CORPORATION

POSITION DESCRIPTION

Position:	Team Leader – Women’s Ranger Team
Department:	Women’s Ranger Team
Report to:	General Manager
Salary:	\$80,000

COMPANY OVERVIEW

First People of the Millewa-Mallee Aboriginal Corporation is formed by the Latji Latji, Ngintait, and Nyeri Nyeri peoples as the Traditional Owners and Custodians of Country, and the appointed Registered Aboriginal Party (RAP) in relation to an area in North West Victoria, and holds functions and responsibilities under the Aboriginal Heritage Act 2006 (Vic).

FPMMAC is a Traditional Owner Corporation and was established to advance the aspirations of First Peoples of the Millewa-Mallee Traditional Owners by managing their native title and cultural heritage rights and interests, and to be responsible for implementing aspects of any future settlement with the State of Victoria under the Traditional Owner Settlement Act 2010.

The principal objectives of the corporation include among other things:

- To promote, protect and advance the rights, interests and aspirations of Traditional Owners of the Millewa-Mallee.
- To act in the best interests of Traditional Owners of the Millewa-Mallee.
- To promote, protect and manage Aboriginal Cultural Heritage.
- To carry out the functions of a Registered Aboriginal Party under the Aboriginal Heritage Act 2006 (Vic).
- To advance the economic and social interests of the Corporation, Traditional Owners and members.

Our values are accountability, integrity, and respect underpin everything we do.

MAJOR FUNCTIONS:

The Team Leader - Women’s Ranger Team is responsible for the planning, management and direct supervision of the day-to-day operations of the Women’s Ranger Team, in contributing to restoring and managing waterway health to support environmental and cultural outcomes in the Murray-Darling Basin and their cultural uses and values.

This position is also responsible for building 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.

DUTIES AND RESPONSIBILITIES:

The Team Leader - Women’s Ranger Team is responsible for:

- Working with the Rangers team and stakeholders to implement key actions for the Indigenous River Rangers Program outcomes listed in the Lindsay, Mulcra and Wollpolla Islands, Merbein Common and King’s Billabong Women’s Rangers Floodplain Management Program.



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- Completing required reporting, detailing progress and performance of the project during the reporting period against the outcomes, objectives and performance targets set out in the project schedule of the grant.
- Supervise the daily tasks and output of the Women's Ranger Team management tasks and programs.
- Overseeing the performance of conservation and ecosystem management activities, including, but not limited to, restoration, rehabilitation and renewal programs, habitat improvement activities, establishment of the fish hatchery, research and monitoring activities.
- Leading and coordinating the maintenance and management of native vegetation, including controlled burning, weeding and harvesting of native species.
- Supervising natural resource management duties such as revegetation and rehabilitation of areas of significance and monitoring of species, habitats and ecological communities.
- Ensuring Rangers contribute to the identification, documentation, monitoring, and protection of important environmental and cultural sites in the Murray–Darling Basin, and their cultural uses and values.
- Ensuring general maintenance and cleaning duties are undertaken, such as maintaining machinery and equipment, and maintaining work site facilities.
- Liaising with all Cultural Ranger teams within FPMMAC to support all projects.
- Completing necessary administration responsibilities associated with the role, including reporting requirements, and managing time and leave sheets with direct reports.
- Assisting Traditional Custodians and Aboriginal communities in the recording of traditional and ecological knowledge.
- Educating relevant parties about the importance of native vegetation, conduct workshops, and engage in community outreach.
- Fulfilling required tasks on FPMMAC cultural heritage worksites and other activity required of a Registered Aboriginal Party (RAP) to protect and enhance cultural heritage sites.
- Working in conjunction with partner organisations in the delivery of common programs.
- Assisting with the implementation of the FPMMAC Country and Water Plan.
- Ensuring compliance with all OHS duties and responsibilities, including, policies, procedures, and practices, hazard and incident reporting, related to this role.
- Representing FPMMAC in a professional manner during all activities with FPMMAC personnel, partnership organisations and other service providers.
- Undertaking special projects/programs as required.
- Any other duties as requested by the CEO.

Manager Responsibilities:

- Providing leadership and direction to the team, by establishing goals, making decisions, answering questions and delegating tasks to ensure items stay on target.
- Supporting team development through identifying and providing training, mentorship and coaching.
- Managing performance of direct reports, by conducting performance appraisals,



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providing feedback and identifying areas for improvement, and monitoring progress through a performance improvement plan (PIP) where necessary.

- Managing conflict and utilising conflict resolution skills to maintain a positive work environment
- Identifying, investigating and managing OHS hazards and incidents, and ensuring a safe working environment and safe systems of work are provided and maintained.

JOB DIMENSIONS

The Team Leader - Women's Ranger Team job dimensions include:

- Reporting to the General Manager
- Managing, leading and supporting a team of direct reports.
- Working in close liaison with all FPMMAC departments, including the Native Nursery, Native Seed, Safe Havens and Cultural teams, to ensure compliance with the Aboriginal Heritage Act.
- Working collaboratively with other program areas and teams within First People of Millewa Mallee Aboriginal Corporation
- Building and maintaining partnerships with Traditional Owner groups and Aboriginal Victoria, and liaising with Government Agencies (Australian and State Government), Regional Councils, Aboriginal communities, partners and technical experts.
- Undertaking all OHS responsibilities as they relate to this position
- Intrastate travel to various locations where required

SPECIFICATIONS

The Team Leader - Women's Ranger Team will possess:

- An awareness and understanding of the impact of colonization, and the historical and current issues affecting the broader Australian Aboriginal and Torres Islander community and their relationships with the broader Australian society. An ability to communicate effectively and sensitively with Ngintait and Latji Latji peoples and other stakeholders.
- Effective written and verbal communication skills with the ability to communicate, engage and work with FPMMAC members, in person, in writing and on the phone or social media platforms
- Highly developed relationship building skills, with the ability to effectively work with government departments or agencies on land management.
- Well-developed problem solving, sound judgment and risk management skills and experience.
- Ability to work both independently and as a member of a team, take responsibility, display initiative, set goals and manage competing priorities.
- Sound Microsoft Office suite skills (Word, Excel, PowerPoint etc) and geographic information system usage knowledge.
- Highly developed leadership skills, with the ability to build a strong rapport with individual team members, and effectively lead and coach to achieve established goals.
- High ethical standards and personal integrity.
- Desire and willingness to enhance and respect the aspirations of the FPMMAC.



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- Genuine appreciation, sensitivity and respect for Aboriginal people and Culture, and a commitment to Aboriginal self-determination.
- Understanding of workplace safety practices as they relate to this position
- A current Drivers license