



Expression of Interest for Nature Conservation Project Officer Positions

1. CONTEXT

Nature Conservation is an independent, community managed, not-for-profit organisation. It works to combine the grassroots support of the community with sound conservation science and pragmatic policy initiatives to achieve sustainable environmental outcomes.

Nature Conservation delivers projects to protect and improve environmental condition and engage the community in environmental protection in the Margaret River region. The organisation is currently seeking Expressions of Interest to fill project officer positions to deliver the following projects:

Arum Lily Blitz – this project is funded by the Western Australian Government’s State NRM program. It is a long term 20+ year ambitious campaign to control arum lily in the region to protect biodiversity values. The first three years of the Blitz have been completed and have very successfully engaged landholders, state and local government agencies, and volunteers in a program of coordinated arum lily control. The Arum Lily Blitz has been funded until the end of 2024 and Nature Conservation is keen to build on the current strong momentum to drive and support coordinated arum lily control across the region.

Collaborative control of sweet pittosporum in the Margaret River region – this one year project is funded by the Western Australian Government’s State NRM program. During 2022/23 the project aims to reduce the threat of sweet pittosporum to the biodiversity of the Margaret River region through an intensive collaborative control program and raising community awareness of the species. The program will review previously identified priorities, coordinate control of known populations on public land, and assist landowners on a cost share basis to control strategic known infestations.

Coastal stewardship in the Margaret River region – this project is funded by the philanthropic organisation, Line in the Sand. The project began in 2020 and aims to inspire people to value and care for the coast. It also supports a program of on ground coastal rehabilitation and brings together a network of coastcare groups. The project is currently funded until the end of 2024.

Community engagement in conservation action in the Augusta Margaret River Shire – this project is funded by the Shire of Augusta Margaret River and provides opportunities for volunteers to contribute to on ground conservation action in bushland, foreshore and coastal reserves. As well as achieving on-ground action the project aims to foster a community culture which values, cares and respects the local environment. It is currently funded until mid-2022 with the intention to apply for further funding.

2. DETAILS OF POSITIONS

Position Terms:

We are seeking project officers to manage the projects listed above. The projects vary in terms of the FTE available to manage them and the end dates of the project, as detailed in the table below.

Project officers may manage more than one project depending on the suitability of the candidate. Nature Conservation is a flexible employer though our preference is to consolidate project delivery and staff numbers.

There may be extensions to these projects and/or other project delivery opportunities available depending on funding arrangements and performance.

Project	FTE	End date
Arum Lily Blitz	0.5	December 2024
Collaborative control of sweet pittosporum in the Margaret River region	0.2	April 2023
Coastal stewardship in the Margaret River region	0.2	December 2024
Community engagement in conservation action in the Augusta Margaret River Shire	0.2	June 2022

Remuneration package:

These positions are offered at a pro-rata Level 4.1 WA Public Service per annum rate of \$80,452. The remuneration package includes:

- Superannuation (10% of Salary)
- Pro rata Annual, Personal and Long Service Leave

Location and Office Accommodation:

Nature Conservation Margaret River Region Office, Margaret River Community Resource Centre, 33 Tunbridge Street, Margaret River, WA 6285.

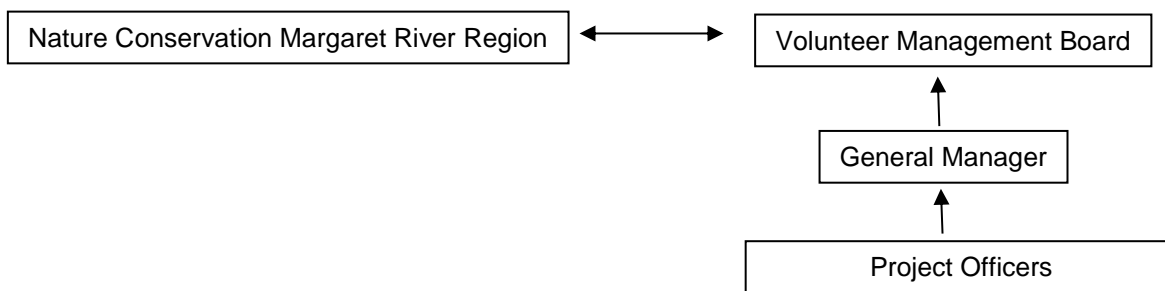
3. POSITION DUTIES & RESPONSIBILITIES

The primary function of the Project Officers is to:

- Coordinate successful delivery of the projects on behalf of Nature Conservation Margaret River Region, including reporting to funders and community supporters.
- Assist the General Manager to source and secure funding to continue and extend the project to achieve the best environmental outcomes.

The specific responsibilities and duties of the Project Officer for each of the positions will be provided at a further stage in the recruitment process once Expressions of Interests have been received and suitable candidates determined.

4. POSITION REPORTING RELATIONSHIPS



5. POSITION SELECTION CRITERIA

Essential Criteria

1. Tertiary qualification in environmental sciences, natural resource management or equivalent experience.
2. Experience in developing and managing conservation and engagement projects, and/or environmental management.
3. Knowledge and understanding of the key environmental and NRM issues and opportunities in the Margaret River region, including a passion for the local environment.
4. Excellent oral and written communication and interpersonal skills to enable effective communication with a range of stakeholders.
5. Capacity to work independently, organise work, manage budgets and meet deadlines.
6. Current 'C' Class Driver's License.

Desirable

1. Experience in GIS, field mapping, and developing and managing spatial datasets.
2. Experience working with landholders and volunteers.
3. Strong proposal, report writing ability and technical writing skills.

Other requirements

Fully vaccinated against COVID-19.

6. RECRUITMENT AND SELECTION PROCESS

Nature Conservation Margaret River Region is committed to fair, equitable and transparent recruitment processes. Key steps in this recruitment process include:

1. Expressions of Interest are submitted by the due date **4.00 pm Thursday February 10th**. No late applications will be accepted. Applications should be forwarded by email to genevieve.hanransmith@natureconservation.org.au
2. The selection panel assesses applications against the selection criteria and invites short listed applicants for interview.
3. Interviews are conducted.
4. Referee checks undertaken.
5. Selection report prepared.
6. All applicants notified.

7. SUBMITTING YOUR APPLICATION

Your application should include the following:

1. Cover letter outlining your interest in the positions, detailing which of the positions you are interested in and how many days per week you would prefer to work.
2. Cover letter outlining your interest in the position.
3. A concise statement (3 pages maximum) addressing all aspects of the selection criteria:

- treat each criterion separately
 - explain how you meet the criteria
 - use examples to demonstrate your specific skill and knowledge.
4. Your Curriculum Vitae should provide the following information:
- academic and/or professional training
 - description of your work experience and skills starting with the most recent
 - major accomplishments at work.
 - Referees

8. PROGRESS OF YOUR APPLICATION

Once applications have closed, all applications are sent to the selection panel. The panel will contact you directly if you have been selected for interview. Those applicants who are not selected for an interview will only be notified that they have been unsuccessful once the recruitment process is complete. Should you require feedback on your application after the recruitment process please contact Genevieve Hanran-Smith at genevieve.hanransmith@natureconservation.org.au

Any questions should be directed to Genevieve Hanran-Smith A/Manager on 0417 948813 or by email.

Further information about Nature Conservation Margaret River Region is available at www.natureconservation.org.au