

19 February 2018

Dear Applicant

Application Kit – Tagalaka Ranger

Thank you for your interest in applying for the Tagalaka Ranger position. This is a fixed term full time position based in Croydon.

The Northern Gulf Resource Management Group are excited to be hosting this position for the Tagalaka Aboriginal Corporation as it creates an opportunity for paid on Country employment. Whilst the Ranger Program is a first for the Tagalaka Aboriginal Corporation it has the potential to be very successful like other local Ranger Programs and expand in numbers or the type of job opportunities provided by the Tagalaka Aboriginal Corporation in the longer term.

How you will be assessed

You will be assessed on how you meet the “Key Attributes” in the attached position description.

To be considered for the position you must provide a cover letter and a current resume of no more than 6 pages including names and contact details of at least one referee who has knowledge of your work (one of whom is a current supervisor if possible).

The selection panel will assess your ability to perform the work required of the position based on your response and resume, and other selection processes which will include an interview.

Referees will be contacted to verify the information you provide and to comment on how well you demonstrate the key attributes being sought.

How to apply

The application process requires the submission of the following:

1. Cover letter
2. A current resume (no more than 6 pages)

Applications must be emailed to danicka.fegatilli@northerngulf.com.au .

The closing date for applications is **Wednesday 14 March 2018** and your application must be received by 4:00 PM (AEST). Upon receipt of your application, you will be sent a confirmation email. If you do not receive an email within 24 hours, please contact Danicka Fegatilli on 07 40 921 088.

It is anticipated that interviews will be conducted during the week beginning 19 March 2018.

For further information on this position, please direct enquiries to Vickie Mylrea 0429 067 338, or projects@northerngulf.com.au .

All applications will be treated with the utmost confidentiality.

Allan Holmes
Executive Officer

Position:	Tagalaka Ranger
Host Employer:	Northern Gulf Resource Management Group
Reports to:	Ranger
Supervises:	Nil
Location:	Croydon, Queensland
Classification:	Level 1
Employment terms:	Fulltime, fixed term (3 months)
Salary Range:	The salary range will be \$30,968 - \$42,760 full time equivalent (please refer to the Parks & Wildlife Employees Award 2016)
Contact officer:	Vickie Mylrea 0429 067 338

This position is an identified Aboriginal position and therefore Aboriginality is a requirement of the job as well as cultural association with the Tagalaka Traditional Owner group. Tagalaka people are strongly encouraged to apply.

About the Indigenous Land and Sea Ranger Program

Tagalaka Aboriginal Corporation has been funded by the Queensland Government to employ Indigenous Rangers to carry out responsibilities under the Indigenous Land and Sea Program within the Littleton National Park. The team is made up of two Rangers and a Senior Ranger and they will be employed by Northern Gulf Resource Management Group through a hosted arrangement.

About this role

This role is an opportunity for Tagalaka people to work on Country and learn more about how they can apply their traditional knowledge with conservation training to protect and manage their land. This is a broad and rewarding role whereby Tagalaka Rangers will undertake general Ranger duties but also specific projects such as working alongside Elders and scientists whilst assisting with report and GIS mapping of fauna and flora.

Duties of role

To achieve the outcomes required by this role, you must be able to:

- Complete all Ranger activities and duties as directed by the Senior Ranger.
- Assist in the collection of GIS Data and rapid survey techniques.
- Participate in planning, implementation, monitoring and evaluation of potential threats to the environment and cultural sites.
- Undertake general maintenance duties such as mowing, construction and maintenance of walking tracks, equipment, protected areas, fencing and cleaning camping gear.
- Participate in fire management, feral animal and weed control programs.
- Perform basic administrative duties such as purchasing goods and services for on ground works.
- Demonstrate commitment to the role, be punctual and reliable - follow work plans, workplace policies and procedures.
- Attend training and meet competency standards.
- Comply with relevant workplace health and safety considerations and demonstrate awareness of requirements for employment equity, ethical conduct and the Anti-Discrimination Act.

Key attributes

Within the context of the duties described above, the ideal applicant will be someone who has the following attributes:

- Willing to participate in a variety of maintenance and basic administrative support.
- Basic computer skills.
- Participates and supports others in a team.
- Ability to work with minimal supervision.

- Good communication and time management skills.
- Has conservation and land management skills.
- Be physically fit as On Country work will be required.

MANDATORY REQUIREMENTS

Qualifications & Experience

No formal education qualification is required.

Licences

The successful applicant must hold a manual C Class Driver's Licence and be eligible for a Blue Card. It is a standard requirement that successful applicants agree to undertake a pre-employment medical and random drug and alcohol testing when required by Northern Gulf Resource Management Group.

Citizenship/visa

To be appointed to a permanent position, you must be an Australian citizen, have permanent residency status, or a visa permitting you to work in Australia permanently. For temporary appointments, you must have a visa permitting you to work for the length of the temporary appointment.

Identified Role

Under section 25 of the *Anti-Discrimination Act 1991 (Qld)*, it is a genuine occupational requirement for the incumbent to be an Aboriginal and/or Torres Strait Islander person.

Evidence of attribute - Indigenous Identified Role

In relation to an Aboriginal and/or Torres Strait Islander identified role, an Aboriginal and/or Torres Strait Islander person is a person who:

- Identifies as an Aboriginal and/or Torres Strait Islander person; and either
- Is of Aboriginal and/or Torres Strait Islander descent; or
- Is accepted as an Aboriginal and/or Torres Strait Islander person by the Aboriginal and/or Torres Strait Islander community in which he or she lives

To confirm that you are eligible to be considered for this Indigenous Identified role, you are required to

- Provide a Statutory Declaration confirming that you are of Aboriginal and/or Torres Strait Islander descent
OR
- Provide documentary evidence attesting to your Aboriginal and /or Torres Strait Islander descent, such as a referee report from a Aboriginal or Torres Strait Islander person who is recognised within the Indigenous community

Approved

Allan Holmes

16 February 2018

Signature

Name

Date

Executive Coordinator
Northern Gulf Resource Management Group