JOB DESCRIPTION FORM

Position Identification

POSITION TITLE	River Restoration Officer
LOCATION	Mandurah, Western Australia
EMPLOYER	5 Rivers NRM

Employment Terms

EMPLOYMENT TERMS	Full time (38 hours) or part-time (30.4 hours/4 days per week)
LENGTH OF CONTRACT	to March 2028
VEHICLE	A pool vehicle will be available for project use
SALARY RANGE	From $87,795
AWARD/AGREEMENT	The Fair Work Act and the National Employment Standards

Position Relationships

RESPONSIBLE TO	Chief Executive Officer
POSITIONS UNDER DIRECT SUPERVISION	Responsible for the management of: - Contractors/subcontractors engaged in delivery of projects - Volunteers/interns involved in delivery of projects
MANAGEMENT COMMITTEES	5 Rivers NRM Project Steering Committee

Resources

RESOURCES	All reasonable resources to enable effective and safe delivery of the project will be provided by the 5 Rivers NRM, e.g. computer and appropriate software, personal protection equipment and professional development as well as remuneration for use of personal mobile phone.

Statement of Duties

Under the guidance of the Operations Manager, the Officer will support the delivery of the Stream Restoration component of the '**Healthy Estuaries WA'** and will:

- Assess land management needs and motivate landowners to be involved in 'landcare' activities.
- Engage landholders to improve stream function and increase biodiversity on their properties.
- Coordinate on-ground restoration to improve the ecological function waterways across the catchment, including planning, revegetation, weed control and stock exclusion fencing.
- Support the delivery of monitoring, evaluation, and research of riparian restoration activities.
- Participate in the Stream Restoration Project Reference Group.
- In the course of project delivery, present written and oral reports and advice in response to matters relating to the projects; Raise public awareness of the program through various media forms and community/stakeholder engagement events; Work collaboratively with the 5 Rivers NRM team to support the delivery of other projects and activities as directed or required.
- Any other duties as required.

Under the guidance of the CEO, the Officer will support the delivery of the following componentst of the '**Healing Waangaamaap Bilya'** (urban rivers) program and will:

- Assist in site management and deliverables, including weed management, revegetation, coordinating contractors / volunteers / support officers.
- Any other duties as required

Key Responsibilities

The Officer will demonstrate a high level of initiative in accordance with requirements of the position to:

1. Practise and advocate Principles and Values of the 5 Rivers NRM, including those that guide interpersonal behaviour, professional practice and natural resource management practitioners.
2. Maintain and develop positive relationships with key stakeholders, project partners, related project managers, relevant community groups and funding partners and maintain these relationships through effective liaison and collaboration.
3. Manage project budgets in accordance with 5 Rivers NRM's policies and procedures.
4. Management of all projects and resources to deliver the program, meeting contractual obligations including all milestone and reporting requirements within timeframes and budget.
5. Manage and supervise contractors, and volunteers / interns.
6. Ensure collaborative delivery of the program across the 5 Rivers NRM team (i.e. working across other programs with relevant officers) and external stakeholders.
7. Ensure a high level of Work Health and Safety standards for self, colleagues, contractors and stakeholders.
8. Contribute to the effective operation of the 5 Rivers NRM applying a teamwork approach.

Key Selection Criteria

	DETAILS
GENERAL – BASIC PREREQUISITES FOR THE POSITION	• Australian residency or eligibility to legally work in Australia • Current 'C' Class drivers licence • Computer literacy and proficiency in use of MS Office Software (including Word, Excel, PowerPoint and Outlook) and GIS Software • Understanding of 5 Rivers NRM Strategic Directions and empathy with 5 Rivers NRM's principles and values.

ESSENTIAL QUALIFICATIONS/ SKILLS FOR THE POSITION	• Degree in Natural Resource Management or related field or equivalent experience, with a sound knowledge of NRM practices and related sciences.
	• Demonstrated ability to work both independently and within a team to deliver on-ground restoration activities including:
	  • Site preparation;
	  • Revegetation;
	  • Fencing;
	  • Pest animal control and
	  • Pest weed control.
	• Excellent communication, negotiation and interpersonal skills including the ability to assess land management needs and motivate landowners to be involved in 'landcare' activities.
	• Demonstrated strong project management skills, including project planning, financial and contract management; monitoring project progress and success.

DESIRABLE	• Experience in using geographic information systems (GIS) for producing maps to communicate on-ground works deliverables and collate and manage data.