



POSITION:	West Kimberley Land and Sea Program Manager
LOCATION:	Broome (Western Australia)
TYPE:	Full time 2 Years with Possibility of Extension
CLASSIFICATION:	KLC Level EL1 (\$114,922.56 - \$122,483.48)
REPORTS TO:	Manager, Land and Sea Management Unit (LSMU)
SUPERVISES:	Indigenous Protected Area (IPA) Coordinators, Indigenous Ranger Program (IRP) and Aboriginal Ranger Program (ARP) Coordinators

ABOUT THE KIMBERLEY LAND COUNCIL

Covering the Kimberley region of northern Western Australia, the Kimberley Land Council (KLC) commenced in 1978 and was formed by Kimberley Aboriginal people as a political land rights organisation. It has become the peak Indigenous body in the Kimberley, working with Aboriginal people to improve the cultural, social and economic wellbeing of Kimberley Aboriginal people. This has included through securing the legal recognition of native title rights and interests, and the expression of those rights and interest through looking after country in conservation and land management activities and the development of business enterprises.

ABOUT THE KLC and the LAND AND SEA MANAGEMENT UNIT (LSMU)

The KLC has represented Kimberley Aboriginal People for over 40 years, with a vision to ***“get back country, to look after country, and to get control of our future”***. The Land and Sea Management Unit (LSMU) plays an integral part in delivering on this vision by supporting Traditional Owners and their descendants in managing country and building sustainable livelihoods.

The KLC supports traditional owners, Prescribed Bodies Corporate and indigenous land and sea managers to manage their traditional lands in an effective, culturally appropriate and environmentally responsible fashion, by facilitating a strong regional network, consolidating best practice, providing training and creating employment, and leveraging external funding to help Traditional Owners advance on their chosen path.

LSMU also facilitates the Kimberley Ranger Network (KRN) via regional forums and workshops, advocacy, and leveraging opportunities and partnerships at a regional scale to maximise outcomes for Kimberley Traditional Owners

The KLC is its staff. Staff are located across the entirety of the Kimberley, based out of remote offices and the head office in Broome.

OUR VALUES

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| <ul style="list-style-type: none"> • Respect for our law and culture • Respect for our elders and stakeholders • Fair and transparent decision making • Effective and open communication | <ul style="list-style-type: none"> • Working in partnership • Trust and loyalty • Justice and equality for Indigenous people • Cultural diversity |
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POSITION SUMMARY

This position provides line management support to IPA and Ranger Coordinators, primarily within the Bardi Jawi and Nyul Nyul Ranger and IPA Teams as well as the Mayala IPA consultation project and on country work. It also collaborates with the East Kimberley Land and Sea Program Manager - based in Kununurra as well as the Ranger Capacity and Development Program Manager. The West Kimberley Land and Sea Program Manager provides holistic support for the above IPA and ranger teams, including but not limited to: individual line management; annual works plan development; program design, development and implementation, partnership management, budget management and reporting; operational support and guidance.

The role represents an exciting opportunity to provide both strategic and operational support to IPA's and ranger groups, delivered through a great balance of office-based time and field engagement (target at least 25% field support time).

The role also provides input to the strategic direction of the Unit as a senior member of the LSMU and supporting the Kimberley Ranger Network (KRN), which is facilitated by the KLC.

Who We're Looking For

The ideal person in this role will come with program management and team leadership experience and a strong passion for working with people to help them achieve their best. Demonstrated experience in managing large remote indigenous focussed programs with significant budgets, and a commitment to the goals of the KLC and the Traditional Owners we support.

You will be a great communicator, passionate professional in Indigenous Land and Sea Management, have strong organisational skills and a drive to spend time on country supporting staff and community aspirations.

LOCATION and DELIVERY

The position is based in Broome out of the KLC office and requires some travel throughout the Kimberley including remote areas.

KEY RESPONSIBILITIES

1. Program Management

- Provide holistic line management support to IPA and Ranger Coordinators. This will involve the development of Individual Performance Plans and working with the Human Resource Manager to manage, at times, complex employee situations;
- With supervision from the Unit Manager support IPAs and ranger teams/PBCs to develop annual works plans in line with on country priorities;
- Support Coordinators to implement annual work plans;
- Support and advise Coordinators to accurately detail reporting on contracts as required;
- Work with Coordinators to build capacity maintaining compliance with KLC Policies, Processes and Procedures;
- Collaborate closely with the LSMU Central team positions especially the Ranger Capacity and Development Program Coordinator to build capacity in coordinators and Ranger teams undertaking their workplans, including the specialist support of fire, ecology, carbon project development, training coordination, women ranger support and Two-Way Science



- Work alongside KLC Native Title Services Unit (NTSU) to maintain strong relationships with the Traditional Owners through consultation with Prescribe Bodies Corporate (PBC's) and relevant Traditional Owner advisory bodies relating to each project
 - Maintain strong positive working relationships with project partners and funders;
 - With guidance/supervision as required, work with staff to set meaningful Individual Performance Plans and review these throughout the year.
- 2. Financial**
- Support Ranger / IPA Coordinators to manage their allocated budgets, review monthly budget updates and adjust expenditure accordingly;
 - Working closely alongside the LSMU Business Manager ensure adherence to all finance and procurement policies or contractual agreements;
- 3. Occupational Safety and Health**
- Assist ranger groups to comply with and follow OHS policy and procedures and recommendations as they evolve over time
 - Actively contribute to the health and safety of the workplace by adhering to all health and safety policies and procedures.
- 4. Compliance**
- Provide advice to management with sufficient detail to ensure compliance with relevant contracts;
 - Comply with all internal KLC policies and procedures;
 - Demonstrate an awareness of and commitment to the KLC Vision and its Values.
- 5. Other**
- Participate in LSMU Senior Management team meetings to assist in achieving optimal outcomes across the network
 - Participate in relevant training and professional development activities
 - Support and attend key KLC events
 - Other tasks as directed

SKILLS, QUALIFICATIONS AND EXPERIENCE – APPLICATIONS MUST PROVIDE A WRITTEN RESPONSE ADDRESSING EACH OF THESE ESSENTIAL SELECTION CRITERIA

Essential

1. Demonstrated knowledge of and experience in Indigenous land and sea management, including a proven ability to manage projects alongside and in partnership with Traditional Owners.
2. Qualification in Cultural Natural Resource Management or other relevant field such as management, training, or Indigenous Community Development
3. Significant Experience in the leadership and management of staff, in a remote environment and in a cross-cultural multidisciplinary setting.
4. Willingness to travel independently and camp at times staying in remote areas with limited amenities.
5. Proven track record in developing partnerships and delivering projects in collaboration with broad range of stakeholders
6. Exceptional oral, interpersonal and written communication skills delivered across a range of target groups, particularly with Indigenous groups with diverse cultural backgrounds.
7. High level administrative and financial management skills, including project and contract management and budget preparation, in line with financial delegations.



8. Well organised and able to meet deadlines across competing priorities.
9. Demonstrated ability to work both independently and within a team.
10. Current C Class Driver's Licence (manual preferred) and willingness to travel and camp in remote areas

SALARY AND BENEFITS

This position has been identified as KLC Level EL1.0, with a base salary range of (\$114,922.56 - \$122,483.48) (negotiated dependent qualifications on experience).

Superannuation of 11% and additional salary allowances including district allowance, rental assistance where applicable, salary sacrificing options and 5 weeks' annual leave.

HOW TO APPLY

1. Visit our website: <https://www.klc.org.au/work-with-us> for further details
2. Apply through Seek.com with a current Resume and Covering Letter addressing the Selection Criteria