

# Position Description

<b>POSITION TITLE</b>	Field Services Officer
<b>DEPARTMENT</b>	Conservation
<b>REPORTS TO</b>	Senior Ranger
<b>DIRECT REPORTS</b>	Nil
<b>SALARY</b>	Scale 3
<b>WORKING ARRANGEMENT</b>	Monday to Friday with additional hours as required as per business requirements.
<b>REVIEWED</b>	May 2024

## OUR ORGANISATION

We are a leading conservation and sustainable tourism organisation and are privileged to manage 1,980 hectares of coastal reserves, wetlands, and woodlands across Millowl (Phillip Island), which forms part of the traditional lands of the Bunurong. We are an organisation deeply committed to reconciliation and we recognize that the Land, Waters and Sea are of profound spiritual, cultural and economic importance to Aboriginal and/or Torres Strait Islander People.

Our nature-based tourism experiences fund research-led conservation and land management. The heart of our offering lies in distinctive opportunities for visitors to immerse themselves in nature, engage with wildlife, and connect with the region's history and culture. This supports our innovative research, which forms the foundation from which our conservation and education programs are designed.

We strive to provide a safe and inclusive work environment for the passionate team of staff, volunteers and contractors who collectively enable us to achieve our vision. We demonstrate this commitment through:

- A strong commitment to Reconciliation through our Reconciliation Action Plan and Aboriginal Employment Strategy.
- Diversity and inclusion celebrations supported by our 'Values and Wellbeing' Committee.
- Gender Equity and Accessibility Action Plans.
- Safety leadership and committed focused on all aspects of our physical and mental health in the workplace.

## POSITION PURPOSE

As part of a team, undertake habitat management works within the Nature Parks by implementing efficient, effective, and timely weed control techniques. This role also provides assistance with revegetation works, nursery operations, seed collection and track maintenance.

## Our Purpose

*Why we are here*

To protect nature for wildlife and inspire people to act

## Our Vision

*What we want to be*

A place where conservation and ecotourism excellence inspire people to actively protect the environment

## Our Values

*How we make choices*

### NATURE CONSERVATION IS PARAMOUNT

- Guided by Bunurong
- Evidence based to inform decisions
- Choose most sustainable
- Consider impact on nature first

### ENGAGING EXPERIENCES

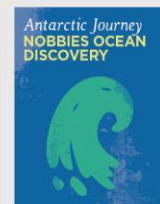
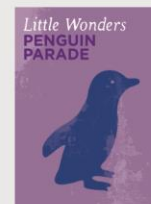
- Authentic and natural
- Welcoming and inviting
- Creative, fun and inspiring
- Act with understanding sensitivity

### FUTURE FOCUSED

- Plan and think strategically
- Take initiative and be responsive
- Embrace change, flexible thinking and adaptable in our actions

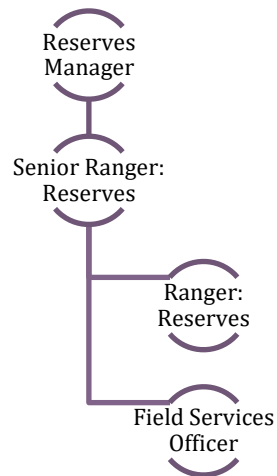
### DELIVERING OUTCOMES TOGETHER

- Build strong partnerships based on trust, openness and transparency
- Deliver on our promise
- Encourage dialogue and feedback
- Empowered to work with others
- Foster culture of inclusion and safety





## DEPARTMENT STRUCTURE



## JOB SPECIFICATION

### KEY DUTIES AND RESPONSIBILITIES

#### Weed Control

- Participate in weed control activities using best practice techniques for noxious and environmental weeds within the Nature Parks'
- Assist with weed mapping and data collection through the use of mobile GIS applications.
- Keep accurate records relating to weed control activities such as chemical use and application rates.

#### Environmental Management

- Manual thinning or removal of vegetation for fire prevention and maintenance of access tracks
- Assist with revegetation projects as required.
- Assist with seed collection as required.
- Assist with nursery operations as required

### WORKPLACE EXPECTATIONS

- Behave in a way that demonstrates our values, organisational workplace behaviour and code of conduct
- Proactively engage in learning and development, meetings and maintaining up to date knowledge of activities and events occurring across all areas the Nature Parks
- Provide and maintain a working environment that, as far as reasonably practicable, is safe and without risks to the health, safety and wellbeing of all (employees, contractors, volunteers, children)



## KEY SELECTION CRITERIA

### EXPERIENCE, KNOWLEDGE AND SKILLS

- Minimum of three years' experience in Natural Resource Management, particularly in the area of weed control.
- Operation of small plant and equipment including Quick spray units, chainsaws, brush cutters, etc.
- An excellent understanding of best practice weed control techniques for woody, herbaceous and grassy weeds.
- A sound understanding of environmental management principles and practices.
- Excellent plant identification skills, particularly the ability to determine native from non-native species.
- Excellent record keeping and data management skills.
- Ability to work in a team environment and take direction.
- Attention to detail and good time management skills.
- The ability to sustain long periods of outdoor physical activity in all weather conditions.
- Ability to work independently and take initiative.
- Excellent communication skills.

### OTHER REQUIREMENTS

Commence employment with Nature Parks and maintain current at all times.

- Working with Children Check
- Drivers' Licence
- First Aid Level II and CPR
- Transport & Store Chemicals and Prepare & Apply Chemicals (ACHCHM304 & 307) (Chemcert, AusChem or similar accredited course)
- Operate and Maintain Chainsaws (ACHMOM213)

## WORKING CONDITIONS

	Low < 5Kgs and/or < 2 hours duration	Moderate 5-10Kgs and/or 2-6 hours duration	High > 10kgs and/or 6-8 hours duration
Working in an outdoor environment			✓
Sitting	✓		
Standing			✓
Walking (including over rough terrain or stairs)			✓
Squatting / Kneeling / Bending / Twisting			✓
Pushing / Pulling / Lifting / Carrying / Reaching			✓
Computer usage (Keyboard/mouse/tablet)	✓		
Use tools (Shovels, hammers, and motorised hand tools)			✓
Operate machinery (Chainsaws, Tractors, and All Terrain Vehicles)			✓