

Position Description

FIELD SERVICES OFFICER

POSITION TITLE	Field Services Officer
DEPARTMENT	Conservation
REPORTS TO	Senior Ranger
DIRECT REPORTS	Nil
SALARY	Scale - 3
WORKING ARRANGEMENT	Monday to Friday with additional hours as required as per business requirements.
REVIEWED	February 2026

OUR ORGANISATION

As a leading conservation and sustainable tourism organisation, we are privileged to manage over 1,980 hectares of reserves, wetlands, and woodlands across Milawul, and recognise that many of these areas hold deep cultural and spiritual significance for Aboriginal people.

Our employees undertake a range of duties across multiple, diverse disciplines and our culture promotes:

- Positive and interactive working environment where team members collectively strive for the organisation's ongoing success.
- Diversity and inclusion and respect each other's diverse skills, experience and backgrounds
- Fostering a safe and inclusive culture for all including Aboriginal and Torres Strait Islander Peoples, people with disabilities, people that identify as LGBTIQ+, and disadvantage groups.
- Flexible work arrangements for our team, including parents, carers, people with disabilities, and team members impacted by family violence.

Through our Reconciliation Action Plan, we acknowledge the true history and their continued connection to place as we work and walk together.

The Nature Parks is a child safe environment and have zero tolerance for child abuse and together work to protect children from all forms of harm.

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 Vision

An island haven where nature and people thrive together

Our Values



**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



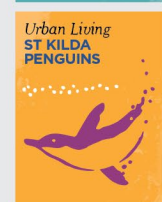
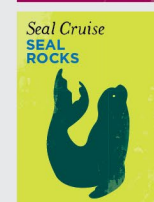
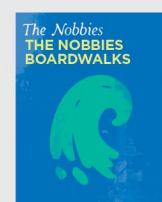
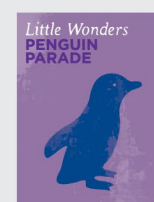
**FUTURE
FOCUSED**

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



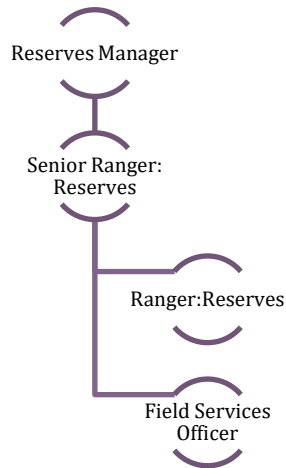
**DELIVERING
OUTCOMES
TOGETHER**

- 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





ORGANISATION 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 of 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)
- Promote child safety at all times, report and follow child safety processes

KEY SELECTION CRITERIA

EXPERIENCE, KNOWLEDGE AND SKILLS



- Demonstrated experience in natural resource management and a sound understanding of environmental management principles and practices.
- Competency in operating 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.
- Well-developed plant identification skills, particularly the ability to determine native from non-native species.
- Excellent record keeping and data management skills with high attention to detail.
- Ability to work both independently and as part of a team.
- The ability to sustain long periods of outdoor physical activity in all weather conditions.
- Competent four-wheel-drive (4WD) capability.
- Strong communication skills both verbal and written.

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

- Roster Pattern 5- DAY Monday to Friday with additional hours as required as per business requirements.

	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)			✓