



Role Title:	NRM Manager Valley	Reports to:	NRM Senior Manager
Primary Location:	Morwell	Employment Type:	Permanent
Hours:	Full Time	People Leader:	Yes
Line of Business:	On Country/NRM	Band:	Manager

GLaWAC considers that being of Aboriginal or Torres Strait Islander heritage is a genuine occupational requirement for this position under s28 of the Equal Opportunity Act 2010 (Vic.)

Role Purpose:

The NRM Manager contributes to the land management, recreational and conservation outcomes across the protected areas through fee-for-service activities generated by GLaWAC. The role is accountable for leading the delivery of on ground works in the Valley and Gippsland including, but not limited to maintenance of assets, infrastructure, and facilities and the field delivery of environmental projects. NRM On Country Field staff understand, support and protect the further development of Gunaikurnai Traditional Knowledge, values and culture by sharing knowledge with agencies and community.

This role will provide day to day supervision for the NRM Valley crew of on-site field staff including: the assignment of daily work tasks; on the job development (e.g training); ensuring that all OH&S requirements at the worksite and vehicles etc. are fulfilled and all risks reported and either resolved or managed. The NRM Manager has a significant responsibility to provide ongoing coaching and mentoring to develop crew skill levels and confidence.

Role Accountabilities

Leading & Mentoring	<ul style="list-style-type: none"> Take a proactive role in mentoring and training fellow NRM crew members Role model the behaviours and standards set out by GLaWAC at all times including on working away trips Assist in allocating work and deploying adequate resources where required Monitoring the performance of jobs and crew on a day-to-day basis Manage and lead crew to ensure respectable and responsible behaviours are adhered to at all times
Stakeholder Management	<ul style="list-style-type: none"> Ability to effectively communicate instructions and delegate tasks to crew members Build and maintain strong working relationships with fellow employees and external agencies Constant coaching and educating crew members to build capability and confidence
Parks and Gardens Maintenance	<ul style="list-style-type: none"> Lawn mowing, brush cutting, hedge clipping, weeding, facility cleaning, rubbish removal, maintenance of paths and access, building maintenance. Other duties.
Environmental Management	<ul style="list-style-type: none"> Revegetation and weed control in more natural environments such as river-banks, bushland and grasslands; pest animal baiting; plant and animal surveys; erecting and dismantling fences.
Chemical Management	<ul style="list-style-type: none"> Spraying of soil and bushlands to ensure that pests, weeds and diseases are prevented and controlled within the designated parklands
Fire Management	<ul style="list-style-type: none"> Opportunities for a role in fire-fighting, fuel reduction, ecological and cultural burns
OH&S	<ul style="list-style-type: none"> Reinforce a Safety-First Culture Stop any unsafe acts or processes that seem dangerous or unhealthy Ensure the welfare and safety of staff including strict compliance with OH&S policies and GLaWAC safety Policies. Ensure time allocated for daily operational processes, maintenance checks and job-related risk assessments conducted and documented. Deliver delegated tasks as planned by OHS leadership team. Ensure maintenance schedules of accountable assets are delivered in a timely and professional manner. Ensure debriefs are conducted after events or major jobs

Specific Role Competencies

Essential	<ul style="list-style-type: none"> GLaWAC considers that being of Aboriginal or Torres Strait Islander heritage is a genuine occupational requirement for this position under s28 of the Equal Opportunity Act 2010 (Vic.) Current Australian manual driver's licence Literacy skills
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Desirable	<ul style="list-style-type: none"> • Certificate III Conservation and Land Management / or demonstrated experience in natural resource management • Demonstrated experience in land care management and ability to complete natural resource management services efficiently and effectively • Chainsaw, First Aid Level 2, White Card, ACUP • Knowledge and experience in basic computer use • Excellent communication skills • Leadership experience (can be from extra-curricular activities) • Interpersonal skills to effectively engage with community and stakeholders. • Demonstrated capacity to plan, coordinate, organise and deliver work in a self-motivated manner • Ability to give directions and work in a safe manner at all times
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Core Leadership Competencies

CAPABILITY	BEHAVIOUR
Business Acumen	<ul style="list-style-type: none"> • Understands what GLaWAC does and helps their team/ peers to understand how these apply • Shares knowledge of business with team and peers • Considers the commercial impacts for GLaWAC when making decisions • Looks for opportunities to grow the GLaWAC business
Strategic Leadership	<ul style="list-style-type: none"> • Understands GLaWAC's strategic vision and annual business goals and communicates in a way that makes sense to their team in the roles that they do
Collaboration & Stakeholder Management	<ul style="list-style-type: none"> • Works collaboratively with peers and other teams • Listens to and responds to stakeholder needs • Accepts feedback from stakeholders / partners and adjusts to accommodate
Communication	<ul style="list-style-type: none"> • Demonstrates active listening skills and uses effective questioning • Presents thoughts and ideas clearly and succinctly • Prepares effective reports and/or presentations to communicate with the audience, taking into consideration the needs of the audience • Effectively manages conflicts
Delivery Focus	<ul style="list-style-type: none"> • Provides coaching and guidance to team members/ others to ensure they know what they need to deliver (what and by when) • Always does what they say they will • Meets required deadlines with high quality output • Prioritises workload to achieve results and has the courage to ask for help if needed • Demonstrates the resilience to keep moving forward when faced with business challenges
Develops Others	<ul style="list-style-type: none"> • Knows their team/ peers – really understands them, their roles, knows where they are at and when/if they need to support and when to step in • Ensures the team/ peers has the right skills, capabilities and “tools” to deliver on objectives
Manages Self	<ul style="list-style-type: none"> • Is self-aware; knows personal strengths, weaknesses, opportunities and limits • Is cool under pressure, does not become defensive • Is open to and seeks feedback • Learns from mistakes

Mandatory Licence and Checks

- Mandatory random Drug and Alcohol Testing (Policy Agreement)
- Current Victorian Manual Driver's Licence
- Reasonable fitness to undertake duties
- Working with children check
- Satisfactory Police Check
- First Aid

Key relationships

Internal

- All Staff
- NRM Manager
- ON Country GM
- HR

External

- NRM Partners
- Community members