

# RAP Site Monitor

## Position Description



<b>Reporting</b> RAP Manager	<b>Location</b> Kalimna	<b>Hours</b> Casual	<b>Contract</b> Ongoing	<b>Reports</b> Nil	<b>Job Level</b> Crew
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**GLaWAC considers that being of Gunaikurnai heritage is a genuine occupational requirement for this position under s28 of the Equal Opportunity Act 2010 (Vic.)**

## Role Purpose

The RAP Site Monitor is responsible for supporting the legislative and cultural requirements of GLaWAC RAP functions for the collection of Aboriginal cultural heritage through field work to survey, excavate, and identify cultural artefacts, objects, skeletal remains, sites and areas of significance under the stewardship of the Cultural Heritage Officers. The Site Monitors are also responsible for working collaboratively with the Gunaikurnai to collect intangible cultural heritage.

## The Role



Ensure all cultural heritage activities comply with legal and contractual requirements of the corporation and Aboriginal Heritage Act 2006 and GLaWAC's policies and procedures.



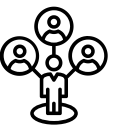
Support community involvement in cultural heritage assessments led by the RAP Manager. Provide cultural advice, knowledge and values to On Country team, agencies and contractors.



Attend and conduct approved site monitoring functions including surveying, excavation, and identification of cultural artefacts objects, skeletal remains, sites and areas of significance.



Reinforce a Safety First Culture. Comply with all OH&S requirements. Stop any unsafe acts. Report any incidents. Work safely.



Actively participate in recording and registering Aboriginal places on the Victorian Aboriginal Heritage Register and other data entry requirements. Complete survey work linked to FOPs.



Keep up to date with required training as per Aboriginal Heritage Act. Complete Rail Induction Training.

## Essential Skills/Experience

- Experience in Aboriginal cultural heritage field work
- Understanding of the Aboriginal Heritage Act Regulations of 2016.
- Experience working with archaeologists.
- Computer literacy
- Good communication and interpersonal skills

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## Desirable Skills/Experience

- Certificate IV Aboriginal Cultural Heritage Management.
- Foundational GIS equipment and mapping software skills.
- Knowledge of Gunaikurnai culture, values, aspirations and customs, and experience working with the Gunaikurnai people, community and key organisations and stakeholder groups.
- Experience working with Aboriginal people, including a demonstrated ability to communicate and engage sensitively and effectively with Traditional Owner led communities and organisations, knowledge of the social and cultural issues they experience along with a genuine appreciation and respect for their culture.

## Other Requirements

- Always demonstrate GLaWAC values.
- Requirement to maintain COVID vaccinations.
- Current Victorian Manual Driver's Licence.
- Requirement to undergo vaccinations where applicable.
- Undertake mandatory random Drug and Alcohol Testing (Policy Agreement).
- Hold a Working With Children Check and/or Police Check.
- Remote travel may be required.
- Other duties as required.

## Core Leadership Capabilities

1. Cohesive - have each other's backs
2. Cultural - have the REAL conversations
3. Courageous - Be respectful and safe
4. Persistent - Be committed to the purpose and lead by example