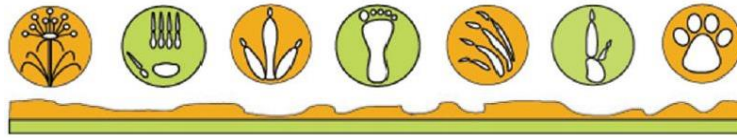


BARKLY REGIONAL COUNCIL



Dog Ranger (Full-Time – Permanent)

1. Position Objectives

The Dog Ranger is responsible for delivering effective dog control services across the Barkly Regional Council area to promote public safety, responsible dog ownership, and animal welfare.

The position involves responding to dog-related complaints, investigating incidents, undertaking compliance and enforcement activities, and ensuring the humane handling, impoundment, and care of animals in accordance with relevant legislation and Council policies.

The Dog Ranger also provides community education on responsible dog ownership and assists with other regulatory and compliance activities as required.

2. Our Vision, Purpose and Values

VISION

“We will strive to be innovative and sustainable Council that listens to our communities and empowers future generations of the Barkly”.

PURPOSE

“Our commitment is to serve and support our communities by delivering strong local leadership, purposeful advocacy, and impactful services”.

VALUES

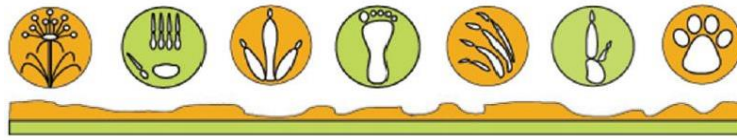
Integrity:	Upholding honesty and transparency in everything we do.
Diversity:	Embracing and celebrating the unique identities, traditions, and strengths of every community.
Empathy:	Understanding and valuing the needs and experiences of others.
Accountability:	Taking ownership of our actions through commitment to BRC and our communities.
Service:	Dedicating ourselves to excellence, putting people first, and creating a positive impact.

3. Key Responsibilities

Dog Control and Management

- Respond to complaints involving stray, roaming, aggressive, or nuisance dogs.
- Undertake regular patrols to identify and address dog control issues.

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- Safely capture, handle, transport, and impound dogs in accordance with relevant legislation and Council procedures.
- Respond to dog attacks and other animal-related incidents, taking appropriate action to protect public safety.
- Assist with the identification and return of dogs to their owners where appropriate.
- Work with the local veterinarian and other relevant organisations on animal management and welfare matters.

Daily Animal Care and Welfare

- Provide daily feeding, fresh water, and appropriate shelter for all impounded animals.
- Undertake daily cleaning and sanitation of the pound, including kennels, feeding areas, equipment, and surrounding facilities.
- Collect and appropriately dispose of animal waste, soiled bedding, and other refuse.
- Monitor the health, behaviour, and wellbeing of impounded animals, and arrange veterinary attention when required.
- Liaise with the local veterinarian regarding animal health, treatment, vaccinations, microchipping, and other veterinary services.
- Ensure animals are handled, housed, and cared for humanely in accordance with animal welfare requirements.
- Undertake routine inspections of pound fencing, gates, locks, and enclosures to ensure animals are securely contained.
- Maintain the pound and associated equipment in a clean, safe, hygienic, and operational condition.
- Assist with the safe release, rehoming, or other lawful disposition of impounded animals in accordance with Council procedures.

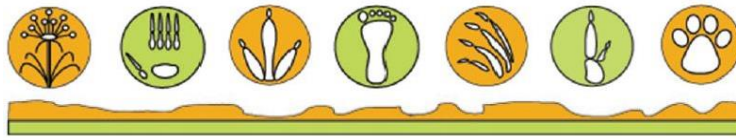
Community Education and Engagement

- Promote responsible dog ownership through community education and awareness activities.
- Provide information and advice on dog registration, microchipping, desexing, containment, and control requirements.
- Engage with residents to encourage responsible dog ownership and voluntary compliance with relevant legislation.
- Work with community members, local organisations, and the veterinarians to support dog health and welfare initiatives.
- Assist with community dog registration, microchipping, and desexing programs.
- Build positive relationships with community members to support effective dog management.

Investigations and Enforcement

- Investigate complaints relating to dog attacks, excessive barking, roaming dogs, and other breaches of relevant legislation.
- Gather evidence, interview relevant parties, and maintain accurate investigation records.

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- Encourage voluntary compliance through education, advice, and warnings where appropriate.
- Issue infringement notices and undertake other enforcement actions in accordance with relevant legislation and delegated authority.
- Identify and report dangerous or aggressive dogs and take appropriate action to manage risks to public safety.
- Prepare accurate reports, statements, and evidence for legal proceedings when required.

Animal Registration and Record Keeping

- Assist with dog registration, renewals, identification, and microchipping activities.
- Maintain accurate records of dog registrations, complaints, investigations, patrols, impoundments, and enforcement actions.
- Maintain records of animals entering and leaving the pound, including identification details, dates, and outcomes.
- Record animal health concerns, veterinary treatment, and other relevant welfare information.
- Ensure all records are accurate, up to date, and maintained in accordance with Council procedures and legislative requirements.
- Prepare reports and provide information on dog control activities as required.

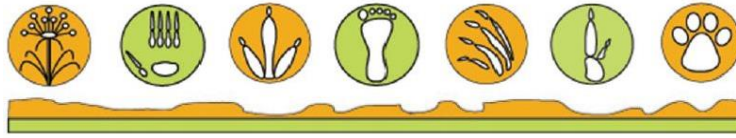
Other Duties

- You will be required to perform your duties within the Barkly Regional Council authority area as reasonably directed by the Council.
- Ensure that the highest professional standards and Barkly Regional Council values are upheld at all times.
- Demonstrate commitment and enthusiasm to promote the principle of Diversity, Equity, Inclusion, and Belonging (DEIB) in employment and service delivery.
- Work safely and promote a safe working environment in accordance with Work Health Safety (WHS) legislation and Barkly Regional Council's policies and procedures.
- The duties listed are not exhaustive and may be varied from time to time to meet the changing needs of Barkly Regional Council. The position holder may be required to undertake other duties appropriate to their position classification, as reasonably directed by their manager or another authorised Council manager.

4. Key Accountabilities

- Deliver effective dog control services that promote public safety, responsible dog ownership, and animal welfare.
- Ensure the daily care, feeding, welfare, and humane treatment of all impounded dogs.
- Maintain the Council pound in a clean, safe, secure, and hygienic condition.
- Promote community education and voluntary compliance with dog ownership requirements.
- Undertake investigations and enforcement activities fairly, consistently, and in accordance with relevant legislation and Council procedures.

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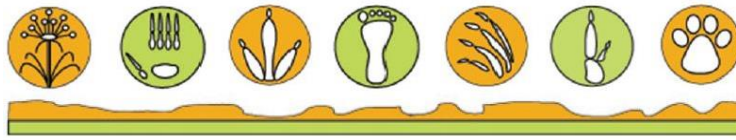
- Maintain effective working relationships with the local veterinarian, community members, and other relevant stakeholders.
- Ensure accurate and timely record keeping of dog registrations, complaints, investigations, impoundments, and enforcement activities.
- Provide responsive customer service and communicate effectively with community members, stakeholders and Council management.
- Ensure compliance with WHS legislation, Council policies, procedures, and relevant regulatory requirements, promoting a positive safety culture across the work team.
- Demonstrates and actively promotes Council's values in all interactions and decision-making.
- Contribute to the effective implementation and achievement of the objectives outlined in the Regional Plan.

5. Organisational Relationship

Position Title:	Dog Ranger
Reports to:	Council Services Manager
Department:	Operational Services
Supervises:	N/A
Internal Liaison:	Chief Executive Officer Chief Operational Officer Regional Manager Operations Council Service Managers Companion Animal/Cleaner Community Officers Customer Service Officers Other Council Staff
External Liaison:	Veterinary Service Providers Government and Non-Government Departments, Organisations and Representatives Ratepayers, Residents, and Visitors

6. Salary and Other Benefits

Classification:	Level 4–5 Barkly Regional Council Enterprise Agreement 2024 (EA)
Total Annual Salary:	\$69,616.15–\$76,347.74 per annum (\$35.23–\$38.64 per hour)
Status:	Full-Time – Permanent (38 hours per week)
SCG:	12%
Annual Leave:	6 Weeks
Leave Loading:	17.5%



7. Knowledge and Skills

Organisational

- Ability to plan, prioritise, and manage daily dog control activities and respond to competing operational demands.
- Sound knowledge of dog management, animal welfare principles, and relevant legislation.
- Ability to safely handle, capture, transport, and care for dogs, including aggressive or distressed animals.
- Ability to maintain a clean, safe, secure, and hygienic pound facility.
- Sound record-keeping skills, including the ability to prepare accurate reports, incident records, and investigation documentation.
- Basic computer skills, including the ability to use email, electronic records, and Council systems.
- Understanding of Work Health and Safety requirements, including safe animal handling and infection control.

Interpersonal

- Effective verbal and written communication skills, including the ability to communicate clearly with people from diverse cultural backgrounds.
- Ability to build positive working relationships with community members, colleagues, the local veterinarian, and other stakeholders.
- Ability to educate and encourage community members to practise responsible dog ownership.
- Ability to manage difficult conversations, complaints, and conflict calmly and professionally.
- Ability to demonstrate patience, empathy, and cultural awareness when engaging with community members.

Change Management

- Ability to adapt to changing operational priorities, community needs, and Council requirements.
- Willingness to learn new animal management practices, procedures, and systems.
- Ability to contribute to improvements in dog control services, pound operations, and community education.
- Ability to respond positively to feedback and changes in workplace practices.

Commitment, Attitude, and Application to Duties

- Demonstrated commitment to animal welfare, public safety, and responsible dog ownership.
- Ability to work independently, use initiative, and exercise sound judgement within the responsibilities of the position.
- Demonstrated reliability, punctuality, and willingness to undertake practical and physically demanding duties.

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- Commitment to providing respectful, fair, and consistent services to all community members.
- Willingness to undertake training and develop skills relevant to dog management and animal welfare.
- Commitment to Council's values, policies, procedures, and safe work practices.

8. Essential Criteria – Qualifications, Skills and Experience

1. Demonstrated experience in dog handling, animal care, animal management, or a similar practical role.
2. Ability to obtain and maintain any authorisation required to undertake dog control and enforcement duties under relevant legislation and Council by-laws.
3. Knowledge of animal welfare principles, responsible dog ownership, and safe dog handling practices.
4. Good communication and interpersonal skills, including the ability to engage with people from diverse cultural backgrounds and manage difficult situations.
5. Ability to work independently, prioritise tasks, maintain accurate records, and use basic computer systems.

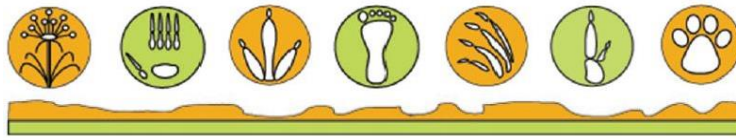
9. Desirable Criteria – Qualifications, Skills and Experience

6. Knowledge of relevant Northern Territory legislation relating to dog management, animal welfare, and enforcement.
7. Experience working with Aboriginal communities and an understanding of cultural considerations in remote communities.
8. Knowledge of the Barkly region, including cultural awareness and the ability to engage respectfully with Aboriginal communities.
9. Previous experience working in Local Government.

10. Compliance, Training and Development

Mandatory	Desirable
• HLTAID011 Provide First Aid • HLTAID009 Provide Cardiopulmonary Resuscitation • National Criminal History Check • Working with Children Clearance (Ochre Card – Northern Territory) • Northern Territory Driver's Licence (minimum C Class)	• ACM20121 Certificate II in Animal Care • ACM30122 Certificate III in Animal Care • ACM40122 Certificate IV in Animal Regulation and Management • ACMARM401 Administer Animal Management and Regulatory Requirements • Corporate Induction • Site Induction • Workplace Health and Safety (WHS) Induction Training • Respect @ Work – Prevention of Sexual Harassment in the Workplace Training

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	Prevention of Workplace Bullying and Harassment Training
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11. Inherent Requirement /Job Fitness Requirements

This position has inherent physical requirements that must be met to perform the role safely and effectively. These requirements have been identified in accordance with Work Health and Safety obligations and reflect the actual duties of the position.

Physical Demand Classification:

This role is classified as Medium Work, involving manual handling tasks, including lifting, carrying, and restraining animals and equipment:

- Manual lifting is generally up to 20kg.
- Where loads exceed 20kg, mechanical aids or team handling are to be used
- The role requires the ability to:
 - Stand and walk for extended periods, including on uneven terrain.
 - Bend, kneel, squat, and undertake repetitive physical movements.
 - Safely capture, restrain, handle, and transport dogs using appropriate equipment.
 - Undertake cleaning, sanitation, and general maintenance of pound facilities.
 - Work outdoors in varying environmental conditions.

Inherent Physical Requirements:

- Ability to stand and walk for extended periods, including on uneven terrain.
- Ability to work outdoors in varying environmental conditions.
- Ability to safely capture, restrain, handle, and transport dogs.
- Ability to lift and carry animals, equipment, and supplies using safe manual handling practices.
- Ability to bend, kneel, squat, reach, and undertake repetitive physical movements.
- Ability to use animal handling, cleaning, and maintenance equipment safely.
- Ability to maintain sufficient grip strength when handling animals and equipment.
- Ability to safely enter and exit vehicles and undertake work-related travel.

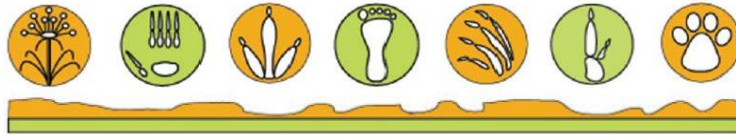
Physical Requirements of Job Role							
Job Role: Dog Ranger							
Body Posture	Not required	Rare	Intermittent	Occasional	Frequent	Constant	Comments
Standing					X		

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Sitting				X			
Forward Reaching					X		
Neck flexion/extension/rotation					X		
Reaching above shoulder height				X			
Stooping & bending forward from standing position					X		
Kneeling/squatting				X			
Trunk rotation					X		
Manual Handling	Not required	Rare	Intermittent	Occasional	Frequent	Constant	Comments
Climbing step/platform				X			
Walking					X		
Walking over uneven surfaces					X		
Ladder climbing	X						
Mobility	Not required	Rare	Intermittent	Occasional	Frequent	Constant	Comments
Unilateral lifting				X			
Bilateral carrying					X		
Lifting with weight away from body <10kg					X		
Lifting with weight away from body >10kg				X			
Lowering a vertical distance > 25cm from waist to floor				X			
Lowering a vertical distance > 25cm from waist to shoulder height				X			
Lifting 0kg - 4.5kg					X		
Lifting 4.5kg - 9kg					X		
Lifting 9kg - 22kg				X			
Lifting 22kg - 45kg		X					
Lifting 45kg+	X						
Handling unstable objects					X		
Carrying					X		
Pushing/pulling					X		
Sustained/repetitive hand grip					X		
Tool use				X			
Exposure to vibration		X					

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12. Certification

The details contained in this document are an accurate statement of the responsibilities, accountabilities, and other requirements of the position.

Peter Harder
Chief Executive Officer

20 / 10 / 2026

Date

13. Acceptance

I, _____, have read and understood the requirements of this position and hereby agree to the responsibilities as outlined above.

Signature

_____/_____/_____
Date