

COOMALIE COMMUNITY GOVERNMENT COUNCIL

Position Description



Position Title	Ranger and Land Management Coordinator
Department	Council Services
Direct Report	Council and Community Services Manager
Level	Grade 7
Location	Batchelor Depot

POSITION OBJECTIVE

Working within the Council Services unit, the Ranger and Land Management Coordinator will coordinate and ensure compliance in implementing Councils core business of animal and land management obligations under various Legislative requirements, Council policies and planning framework. Provide the development of natural resource management work programs for roads, waste management, cemeteries, parks and gardens, animal control and other land management activities on all Council controlled Lands throughout the Coomalie Region.

SELECTION CRITERIA

Essential Selection Criteria

1. Experience in the delivery of animal control and property management services under the provisions of the relevant by-laws and regulations for Council including investigating and resolving complaints.
2. Experience in the development and implementation of land management operational plans and annual budgets.
3. Experience in records management systems, including the maintenance of asset management register.
4. Demonstrated ability to work unsupervised in the development and implementation of monthly and annual works programs for the Council and ensure they are informed and engaged in safe and productive work practices.
5. Experience with Work Health and Safety Act and its implementation in a high-risk work environment ensuring there are hazard and incident reporting and regular safety audits undertaken at each workplace.
6. Experience in managing and maintaining specialist equipment associated with animal and land management including the Council pound.
7. Demonstrated experience in managing a complex workload in a regional environment taking particular care with time management.
8. Extensive experience in influencing and supporting diverse council and community services team incorporating community participation in regional events relating to the various Council parks and reserves.
9. Excellent written and oral communications with an ability to operate computer and database systems.
10. Proven experience in independent approach to resolving conflict and complex problems and providing guidance and technical advice to employees.
11. Availability to participate in an on-call roster and respond to afterhours calls/requests as required by the role.

Desirable Selection Criteria

1. Diploma or Degree in Business Administration, Land Management, or equivalent work experience.
2. Experience in compliance and as an authorised officer in a similar position.
3. Understanding of the *Local Government Act NT 2019* and associated legislations/regulations.
4. Good knowledge of the Coomalie Region.
5. Chemical Accreditation or ability to obtain.
6. Senior First Aid Certificate or ability to obtain.

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Mandatory Employment Criteria Requirements

1. NT Drivers Licence
2. NT Ochre Card or ability to obtain.
3. NT Police check or ability to obtain.