**JOB DESCRIPTION**

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| **Agency** | Department of Education | **Work Unit** | Lake Evella School |
| **Job Title** | Learning on Country Coordinator | **Designation** | Administrative Officer 6 |
| **Job Type** | Full Time | **Duration** | Fixed from 13/04/2020 to 31/12/2020 |
| **Salary** | $90,361 - $101,013 | **Location** | Lake Evella |
| **Position Number** | 40879 | **RTF** | 182704 | **Closing** | 23/02/2020 |
| **Contact** | Alex Carpenter on 0488 114 599 or alex.carpenter@ntschools.net  |
| **Agency Information** | [www.education.nt.gov.au](http://www.education.nt.gov.au) |
| **Information for Applicants** | **Applications must be limited to a one-page summary sheet and an attached resume/cv** For further information for applicants and example applications: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/applying-for-and-filling-jobs/employment-templates-and-guidelines/) |
| **Information about Selected Applicant’s Merit** | If you are selected and accept this position, a detailed summary of your merit (including work history, experience, qualifications, skills, information from referees, etc.) will be provided to other applicants, to ensure transparency and better understanding of the reasons for the decision. For further information: [click here](https://ocpe.nt.gov.au/nt-public-sector-employment/Information-about-ntps-employment/applying-for-and-filling-jobs/employment-templates-and-guidelines/) |
| **Inclusion & Diversity** | The NTPS values diversity and aims for a workforce which is representative of the community we serve. We strongly welcome and encourage people from all diversity groups to apply and strive to accommodate people with disability by making reasonable workplace adjustments when required. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer. |
| **Special Measures** | Under an approved Special Measures recruitment plan, Aboriginal and Torres Strait Islander applicants will be given priority consideration and preference in selection for this vacancy if they meet all essential selection criteria and are suitable at the position level. |
| **Apply Online Link** | <https://jobs.nt.gov.au/Home/JobDetails?rtfId=182704>  |

**Primary Objective:** Under the guidance of the Yirrkala Rangers and Lake Evella School, the Learning on Country Coordinator aims to encourage school attendance, improve literacy and numeracy skills, develop leadership skills and increase job readiness for student entry into the general employment market as well as specific ranger employment. The program draws upon both secondary education and vocational education and training courses of study. The program prioritises Years 9 to 12.

**Context Statement:** The LoC program is a collaborative initiative of Indigenous natural and cultural resource management agencies (Ranger Groups) and schools in up to nine Arnhem Land sites. It builds on the discourse and practice of “both ways” education where both Indigenous and western scientific knowledge inform conservation and land management and education and training. The program aligns with and supports community cultural, social and economic aspirations by providing relevant and sustainable education and employment pathways for young people. The LoC program is an important and inspiring vehicle for the intergenerational transmission of knowledge. These programs are delivered across multiple communities, including remote homeland communities.

**Key Duties and Responsibilities:**

1. Coordinate, supervise and assist with the planning and delivery of the LOC program - Includes convening the Local Learning on Country Committee, contributing to school based and ‘on country’ LoC activities.
2. Acquire, acquit, coordinate and manage the resources necessary to support the program including use of ranger resources and local Indigenous knowledge experts required for fieldwork activities. This includes working collaboratively to negotiate with landowners to access country and to include specialist traditions, knowledge and experience into the program.
3. Maintain regular liaison, consultation and communication with all project partners, potential employers, support agencies and organisations.
4. Coordinate and deliver as necessary LOC related training and staff development for teachers and rangers.
5. Ensure the collection, compilation and reporting of accurate data to inform the implementation and evaluation of the LOC program, including reports on the progress and performance against program outcomes and key performance indicators.
6. Provide training and assessment in VET Conservation and Land Management as outlined in the operational framework.

**Selection Criteria:**

**Essential**

1. A current Working with Children Clearance Notice (Ochre Card) and drivers licence (or ability to obtain).
2. Experience in working and or residing in remote Aboriginal communities, and an understanding, respect for, and desire to learn local Aboriginal culture and society.
3. Proven ability in building and maintaining effective teams, networks and relationships with other agencies and stakeholders and to work with flexibility.
4. Highly developed interpersonal, negotiation and communication skills with demonstrated ability to influence and engage multiple stakeholders to deliver program activities in cross-cultural contexts.
5. Knowledge of the Learning on Country program, the key objectives and the underpinning philosophies, including an understanding of both-ways learning and their application in the Learning on Country program, or the ability to gain this knowledge quickly.
6. Knowledge of and experience in working with secondary or vocational education programs and knowledge of Indigenous Ranger Programs and their purpose, priorities and organisational arrangements.
7. Demonstrated high level project management, administrative and time management skills including the development of budgets and acquittal of government funding.

**Desirable**

1. Formal qualifications in Conservation and Land Management or a related field, qualifications in Cert IV in Training and Assessment.
2. Local knowledge of community aspirations and development priorities, Indigenous cultural, NT community governance and community organisational structures.
3. Light Ridged licence

**Further Information** This position will require travel, mainly on unsealed roads in 4WD vehicles and overnight stays in remote communities and camping. A current NT drivers licence and 4WD Training is required. **School based conditions do not apply to this position.**