

## Position Description

### Nangak Tamboree Wildlife Sanctuary – Land Management Assistant (Casual Pool)

---

<b>Department:</b>	Master Planning, Systems and Sustainability
<b>School:</b>	Infrastructure and Operations
<b>Campus/Location:</b>	Nangak Tamboree Wildlife Sanctuary, Bundoora
<b>Employment Type:</b>	Casual (Monday to Friday)
<b>Rate of Pay:</b>	HE02 (HE03 if supervising)
<b>Position Supervisor:</b>	Land Management Coordinator
<b>Number:</b>	50148679
<b>Benefits:</b>	<a href="http://www.latrobe.edu.au/jobs/working/benefits">http://www.latrobe.edu.au/jobs/working/benefits</a>

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Nangak Tamboree Wildlife Sanctuary – <https://www.latrobe.edu.au/wildlife>

---

#### For enquiries contact:

Kristian Purvis, TEL: 0400 430 231 Email: [k.purvis@latrobe.edu.au](mailto:k.purvis@latrobe.edu.au)

#### How to apply:

Send a cover letter (outlining how you demonstrate the required Skills and Experience) and a resume to [LTWSeducation@latrobe.edu.au](mailto:LTWSeducation@latrobe.edu.au).

Please use “CONFIDENTIAL – Land Management Assistant application” as the subject.

# Position Description

## Land Management Assistant

### Position Context

Nangak Tamboree Wildlife Sanctuary (NTWS) is positioned within the Environmental Sustainability Unit of La Trobe University.

The Sanctuary is the Outdoor Laboratory of the University. It is a 50 year bushland regeneration project focused on the conservation and biodiversity of indigenous flora and fauna. This provides research, teaching and learning and other engagement opportunities for the university and the wider community.

Reporting to the Land Management Coordinator, Land Management Assistants are responsible for providing hands-on environmental work at NTWS. Land Management Assistants work with the NTWS Land Management team to maintain sanctuary infrastructure, and conduct bushland regeneration and habitat enhancement works at NTWS.

Land Management Assistants will be able to perform work in the outdoors that may involve strenuous activity and repetitive action. They will have an excellent knowledge of indigenous plants and introduced weeds of Greater Melbourne and be passionate about the conservation of the region's indigenous flora and fauna.

We are currently looking to increase our pool of casual Land Management Assistants.

### Duties include:

- Provide hands-on environmental work in accordance with direction from the NTWS Land Management Coordinator, including but not limited to weed treatment, maintenance of sanctuary infrastructure, and revegetation works
- Supervise NTWS volunteer day projects
- Provide sanctuary assistance as agreed with the Land Management Coordinator to La Trobe University academic staff
- Develop relationships and work collaboratively with stakeholders to achieve shared goals
- Ensure the care, maintenance and safe operation of vehicles, trailers, tools and equipment
- Ensure a safe and healthy place of work is provided and maintained for all stakeholders
- Undertake litter removal and recycling
- Actively attend and participate in scheduled trainings, meetings and induction sessions through the year
- Represent La Trobe University and the NTWS in a positive and professional way

## Skills and Experience

### Essential:

- Previous experience in hands-on environmental work, such as weed treatment, revegetation, etc.
- Excellent knowledge of indigenous plants and introduced weeds of the Greater Melbourne area
- Demonstrated effective written and verbal communication skills, with the ability to liaise with diverse groups, including members of the public and the land management industry
- Demonstrated knowledge and understanding of OHS requirements and applications
- Experience using small plant such as brush cutters, push mowers and leaf blowers.
- Able to work autonomously and adapt to changing situations
- Good organisational and time management skills and ability to complete allocated tasks and responsibilities when given direction.
- Able to perform manual tasks in the outdoors that involve strenuous activity and repetitive action.
- Able to operate effectively in a team, contributing positively to team operations and working relationships

### Desirable:

- Diploma or Degree in conservation, botany or related area (or currently working towards)
- Full drivers license (manual)
- Agricultural Chemical Users Permit (ACUP)
- Chainsaw – Operate and Maintain Chainsaws
- An aptitude for supervising small groups of volunteers

## Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

## La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- We are **Connected**: We connect to the world outside — the students and communities we serve, both locally and globally.
- We are **Innovative**: We tackle the big issues of our time to transform the lives of our students and society.
- We are **Accountable**: We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- We **Care**: We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.