



GONG-DĀL ABORIGINAL CORPORATION
POSITION DESCRIPTION
MUTJUN RANGER DEVELOPMENT COORDINATOR



Position	Mutjung Ranger Development Coordinator	Contract	Full Time / 1-2 years	Salary range	\$85,000 - \$95,000 p.a.
Reports to	General Manager	Reportees	Rangers and CDP Participants	Annual leave	6 weeks
Location	Gapuwiyak	Provisional period	6 Months	Superannuation	11%

POSITION SUMMARY

Gong-Dal Aboriginal Corporation (GDAC) is a representative body for people on homelands on Western Miyarrka Country, located near Gapuwiyak in North East Arnhem Land.

The GDAC vision is: *Yolŋu people living culturally strong, healthy, self-determined and economically independent lives in our Miyarrka Homelands and Gapuwiyak.* GDAC has 3 main strategies to achieve our vision: (1) Developing businesses, enterprises, industry, education and employment pathways, (2) Delivering and leveraging government programs and services, and (3) Collaborating and building partnerships and alliances. Our guiding principles (values) are: *Makmakthurr djāma*: work respectfully, *Yuwalkuŋ mārnirpanmirri*: be honest and worthy of trust, *Ralpa*: be reliable *Djāgamirr*: be responsible and caring, *Mārr yuwalkuŋ nhipanmirri*: be committed, *Djāma rrambaŋi – yaka gāna mulkurr – liya waŋgany*: work together for the good of everyone – not just with your own ideas or for yourself – with one mind, *Marrgithirr bala räliyunamirr*: learn from each other

GDAC established Mutjung Rangers in 2023 so TO’s in the western Miyarrka area can manage their own land and sea country using a ‘both-ways, ground-up’ approach which combines cultural knowledge and traditional land and sea management practices with scientific environmental expertise. Mutjung Rangers and the Ranger Development Coordinator are guided by the Western Miyarrkapuy Waŋaŋu Mala – the Yolŋu land owners and managers who are the cultural authority for this area and Mutjung Rangers. The Waŋaŋu Mala have drafted a Healthy Country Plan for the Western Miyarrka area and an Action and Monitoring Plan for Mutjung Rangers. GDAC is also the CDP Homelands Activities Provider.

Until we receive NIAA Indigenous Ranger Program (IRP) funding, we are employing ‘Mutjung Rangers’ through our CDP On-country Pathways To Real Jobs Program, which provides a work experience wage-subsidy. The Ranger Development Coordinator (RDC) is responsible for establishing and growing our Mutjung Ranger team of both men and women rangers, and implementing our Healthy Country Plan through our CDP On-Country program.

The Mutjung Ranger Development Coordinator has a crucial role in advancing GDAC’s Strategic Plan, assisting western Miyarrka people to maximise their participation in land and sea management on their country, from planning to implementation and operations. The position includes the development and delivery of good planning processes, high-quality operations, community engagement, and training and mentoring of Yolŋu rangers. This work will also support strategic land management (Healthy Country) planning and implementation.

ORGANISATIONAL RELATIONSHIPS

The Mutjung Ranger Development Coordinator will:

- Report to the GDAC General Manager
- Be guided by the advice of the GDAC Board of Directors and West Miyarrka Waŋaŋu Mala (Cultural Authority and Advisory Committee for Mutjung Rangers)
- Coordinate and supervise the Mutjung Ranger Team including CDP participants

KEY RESPONSIBILITIES	DUTIES
Land Management, operations and administration	<ol style="list-style-type: none"> 1. Work closely with the Western Miyarrka Waṯangu Mala (Healthy Country Cultural Authority and Traditional Owners), Mutjung Rangers, and General Manager to support the development and implementation of Healthy Country Planning processes and related work plans that detail natural and cultural resource management requirements, and monitor and report on Ranger activities 2. Supervise and coordinate the day-to-day activities of the Mutjung Rangers to ensure delivery of the annual work plan 3. Ensure effective administration of the Ranger program including timesheets and purchasing 4. Plan, supervise and participate in field activities to remote locations sometimes for extended periods of time, associated with completing the work plan and fee for service opportunities
Teamwork, mentoring, capacity building and empowerment of Mutjung Rangers	<ol style="list-style-type: none"> 5. Support the development of Mutjung Rangers from a CDP-funded ranger program to an Indigenous Ranger Program using a ground-up, both-ways approach 6. Support culturally appropriate, inclusive work practices and the development and participation of both men and women rangers 7. Ensure a positive, enjoyable, structured and productive work environment that leverages the skills and experience of the team and fosters good engagement, team work and a strong team spirit 8. Work with the General Manager to manage performance and professional learning of the Mutjung Ranger team, including identifying, prioritising and coordinating training needs, and liaising with senior Waṯangu Mala and training organisations to ensure rangers are trained and equipped to work safely in the field 9. Mentor and provide on the job training to develop Mutjung Rangers personal and professional skills, leadership abilities and work ethic, including productive collaboration with the wider GDAC team 10. Assist the Mutjung Ranger team to meet their contractual employment obligations as required by GDAC 11. Keep the team informed of any developments or matters that may impact their work
Program Development, Management and Reporting	<ol style="list-style-type: none"> 12. Support the General Manager, Waṯangu Mala and consultants in program development and management including Healthy Country Plan and IPA development, implementation and review 13. Submit reports to the General Manager and external agencies in a timely manner and keep documentary evidence on file if required 14. Facilitate collaboration with outside agencies e.g. Government, NGOs, neighbouring Ranger groups and commercial entities 15. Support the development of funding applications, fee for service and income-generating opportunities that support the sustainability of the ranger group and Traditional Owner aspirations 16. Assist Researchers to engage in approved on-country research with Rangers and Waṯangu Mala, and direct research requests through appropriate channels
Policy, Procedure and WHS	<ol style="list-style-type: none"> 17. Ensure compliance with GDAC Policy, Procedures and Guiding Principles (values) including principles of equity and diversity, inclusive workplace practices, risk management, promotion of safe working practices to contribute to a safe, healthy and ethical workplace 18. Ensure high level responsibility taken by rangers for field safety, and for the care, maintenance and safekeeping of equipment and resources used 19. Source, monitor, maintain and be ultimately responsible for the group's assets (vehicles and equipment) including reporting of damaged assets and their replacement 20. Advise the General Manager of any past, present or potential WHS risks
Other Duties as Directed	<ol style="list-style-type: none"> 21. Perform all other duties as directed by the GDAC General Manager, where capabilities and skills are suitable and the requests made in a timely manner

SELECTION CRITERIA – ESSENTIAL

1. Tertiary qualification and/or relevant demonstrated experience in natural or cultural resource management or a related field;
2. Experience managing small diverse teams and safely coordinating on-ground natural and cultural resource management projects, preferably with Indigenous organisations and in remote regions of Australia;
3. Experience and confidence in working with Aboriginal communities, understanding and knowledge of Aboriginal social/cultural challenges in Northern Australia, community empowerment and self-determination, training, mentoring and development;
4. Excellent teamwork and relationship building skills including the ability to motivate and build positive relationships and rapport;
5. Experience in working independently with minimal supervision in a remote area and demonstrated capacity to use initiative, remain focused, positive, organised and flexible in a challenging work environment;
6. Knowledge of, and commitment to, the principles of equity and diversity, participative workplace practices, and Workplace Health and Safety and the ability to apply them in the workplace;
7. Good communication, negotiation and community engagement skills with people from culturally and linguistically diverse backgrounds, an advisory group and as a member of a team;
8. Experience in project management including budgeting, planning, time-management, organising meetings, grant writing, reporting and acquittals;
9. Proficiency in administration, reporting, computing and Microsoft Office suite;
10. Ability to model GDAC Guiding Principles (see position description);
11. Cleared Police Check and Working with Children's Check (WCC) or ability to obtain one.
12. Current valid driver's licence, manual licence capability and experience operating vehicles and/or heavy-duty machinery in remote off-road conditions
13. Current first aid certificate or ability to obtain one.

SELECTION CRITERIA – DESIRABLE

1. Experience setting up a new ranger group and supporting governance development;
2. Experience living and working remotely, in Aboriginal communities and homelands;
3. Experience working with both men and women Indigenous land managers and/or rangers;
4. Experience in Aboriginal community and enterprise/business development on country;
5. Technical or trade skills relevant to the ranger program (i.e. construction, fire and weed management, GIS, cultural mapping, plant and animal identification, small engine maintenance).
6. Suitable Aboriginal and Torres Strait Islander candidates are highly encouraged to apply.