



## **Kokatha Business Centre**

35 Flinders Terrace (P O Box 3030 Port Augusta West)

Port Augusta S A 5700

Email: admin@kokatha.com.au

### **Position Description: Kokatha Pastoral Land Manager – Kokatha Pastoral Pty Ltd**

#### **Reporting Lines**

**Reports to:** Kokatha Pastoral Operations Manager or Nominated Representative

**Works Closely with:** General Manager, government & non - government agencies, administration, property staff, customers and agistment managers.

#### **Position Objectives**

The Kokatha Pastoral Land Manager plays an important role within Kokatha Pastoral Pty Ltd (KPC) and is accountable for managing a small team that delivers projects and initiatives to achieve improved agricultural sustainability. The aim of the projects is to protect and enhance natural assets by increasing the adoption of sustainable agriculture practices, including:

- Manage, supervise and take responsibility for infrastructure development on Roxby Downs, Andamooka and Purple Downs Stations (the stations) including managing an allocated budget and developing and implementing operational plans;
- Responsible for operational property and maintenance matters, including security, overseeing of training and accommodation facilities, day-to-day property and equipment maintenance and the general care of all grounds and facilities;
- Support a range of benefits for local Indigenous people including the protection and regeneration of cultural heritage and cultural related activities on country and;
- Support the development and implementation of a diverse range of business opportunities including livestock agistment, with a focus on sustainable agriculture, improved natural resource management and enhance biodiversity values on the properties.

As a management team member, the role of the Manager includes the management and leadership of Indigenous employees together with mentoring across the business. Intrastate travel will be required including to Port Augusta and Adelaide. The position will be based at Roxby Downs Station. Homestead accommodation and food will be included in the conditions of the contract, as will travel assistance.

## Key Areas of Responsibility

### Delivery of business plans and infrastructure works

- Follow recommendations provided in the KPC 2020 Business Plan, 2018 Natural Resource Audit and Cultural Heritage Management Plan.
- Manage, supervise and responsible for infrastructure development and maintenance on the properties.
- Effective communication, collaboration and engagement of key stakeholders and partners associated with the business and associated projects.

### Land management

- Lead the management of a complex sustainable agriculture business to improve productive agriculture and the condition and health of natural resources on the properties.
- Develop and implement an annual work plan and property budget identifying and prioritising natural and cultural resource management, including land condition monitoring, pest plant and feral animal control.
- Facilitate the 'two-way' integration of Traditional Owners' traditional ecological knowledge with the stations' contemporary land management practice, and appropriately record data.
- Provision of technical expertise and champion staff best management practice.

### Pastoral management

- Manage and monitor compliance of agistment agreements with third-party pastoralists.

### Supervision

- Direct the work activities of Kokatha staff and contractors in managing infrastructure development and maintenance across the stations.
- Provide all employees and visitors with information, instruction, training and supervision necessary to enable them to perform their work or visit in a manner that is safe and in accordance with WHS standards and management systems.

### Housekeeping

- Keep all records including plant and equipment inventory, infrastructure maintenance schedules, water point inspection, land condition and financial/budget records.
- Accountable for the appropriate governance and monitoring of projects (including but not limited to key project deliverables, budgets and key resource/climate condition changes).
- Manage and monitor compliance of training and accommodation facilities agreements.
- Undertake other duties and responsibilities as reasonable and as requested by the Kokatha Pastoral Operations Manager to contribute to the development of the business and properties.

## Selection Criteria

### Essential

- Professional qualifications and/or substantial equivalent experience in agriculture or environmental science
- Sound knowledge of the principles of natural resource management
- Experience in developing and maintaining infrastructure including fencing, water points, yards, off-grid living quarters, feral animal exclusion zones, and training and accommodation facilities.
- Demonstrated experience in the care and management of plant and equipment.
- Experience in conservation land management principles and practices.
- Well-developed knowledge and demonstrated experience in managing an environmentally sustainable business.
- Well-developed knowledge and demonstrated experience in WHS principles.
- A demonstrated ability to work with Indigenous people in the management of their lands. This includes a practical knowledge of traditional land use and management, and a general knowledge and understanding of their cultures.
- Have excellent supervisory/leadership skills with the ability to motivate and develop Indigenous employees. Must possess very clear and concise communication skills (including written and verbal) and the ability to communicate with a range of stakeholders.
- Proven business acumen and organisational skills with the ability to set priorities and achieve objectives within timeline and budget constraints.
- Proficiency in the use of computer and telecommunications technology including mapping software, processing, spreadsheets and databases, voicemail and email.

### Desirable

- Experience in community engagement, stakeholder relations, the provision of visitor services and sustainable tourism practice.
- Licences/Tickets to operate firearms and heavy machinery (grader, loader, excavator, tractor)

### Special Conditions

- The preferred applicant will be engaged on a Term Employment Contract.
- Appointment to this position of a person not currently an employee will require a 6 month qualifying/probationary period and criminal history check. Results of the checks may not necessarily preclude an appointment.
- Possession of a valid driver's licence is essential.
- You will have the ability to operate a 4WD vehicle safely in remote locations.
- There may be a requirement to work reasonable additional hours outside of ordinary hours from time to time
- Flexible work hours and negotiable on site roster.

Send applications, or requests for information to – [manager@kokatharntbc.com.au](mailto:manager@kokatharntbc.com.au)

Applications close 5pm (Adelaide time) 8 November 2019.