



Tasmanian Aboriginal Centre (TAC) Position Description

Position Title: Healthy Country Unit - Ranger Supervisor / Women's Ranger Supervisor	Section: Healthy Country Unit
Location: State-wide	Reviewed Date: March 2025
Industrial Instrument: TAC Enterprise Agreement	Classification Level: TAC Level 4-5
	Position Status: Permanent
Position Type: Full-time	Hours per Fortnight: 72.5
Reports to: Healthy Country Unit Coordinator	
Positions reporting to this position: Healthy Country Unit Rangers	

Purpose of Position:

Several positions throughout the State (including a Women's Ranger Supervisor) leading Pakana Ranger crews in delivering Healthy Country programs to protect Country and Aboriginal cultural heritage and support Palawa Community to connect with Country on Aboriginal owned land managed by the TAC and other project areas.

Key Relationships & Interactions:

- Healthy Country Unit staff
- Healthy Country Unit Coordinators
- TAC managers and other TAC program staff
- Tasmanian Aboriginal community members
- TAC partner organisations

Key responsibility areas

- Organise and supervise land management activities following work plans as agreed with the Healthy Country Unit Coordinators.
- Report to Healthy Country Unit Coordinators on activities undertaken and record details of activities in the data management system.
- Support Palawa community to connect with Country through involvement in work programs, supporting community camps and maintaining infrastructure & facilities for community use.
- Provide guidance and assistance to Pakana Rangers on the appropriate use of equipment.
- Ensure security and maintenance of program assets.
- Undertake fire management activities under the direction of the Cultural Fire Coordinator and Healthy Country Coordinators, involving

cultural burning, wildfire mitigation and wildfire response where required.

- Lead the identification and eradication of weeds, including the preparation and application of herbicides
- Manage and assist with the maintenance of relevant community infrastructure including building restoration
- Manage the planting of native plant species in defined re-growth areas.
- Lead Rangers in the control of feral animals and invasive species.
- Ensure that Pakana Rangers work in a safe and secure environment including by ensuring risk assessments are undertaken in accordance with TAC policies and procedures.
- Promote teamwork and maintain positive working relations with staff across the Healthy Country Unit and all staff at the TAC.
- As a TAC staff member, assist with TAC programs and campaigns as required.
- Any other duty as directed that is generally in line with the classification and responsibility level of this role.

Staff can generally expect to undertake physical tasks such as:

- Manual handling (e.g., lifting, pushing, pulling, etc.)
- Use of hand and power tools
- Walking to and from work sites over variable distances and terrains
- Exposure to adverse weather conditions
- Exposure to hazards of the natural environment (e.g., bites and stings)
- Fire suppression and Cultural burning
- Animal handling
- Periodic stays away from home
- Travel by boat, including loading and unloading vessels
- In-water activities, like canoeing and diving for shellfish
- Weed spraying

Workplace Health and Safety Requirements

Staff are expected to:

- Work in accordance with TAC Workplace Health & Safety Policies and Procedures and job safety analysis documents, including by reviewing these documents regularly.

- Operate chainsaws and other specialised machinery in a safe manner.
- Report accidents and potential or actual hazards to the Healthy Country Unit Coordinator.
- Develop and deliver communication plans with Healthy Country Coordinators to provide for safe work in remote environments.
- Undertake examination from a Medical Practitioner to certify ability to undertake tasks of a strenuous physical nature.
- Apply safe use of vehicles and vessels in accordance with relevant workplace safety and licencing standards.

Competency, knowledge and experience

Essential criteria

- An Aboriginal person with demonstrated commitment to Aboriginal self-determination and community benefit.
- Knowledge of best practice principles for cultural heritage protection and conservation management activities.
- Preparedness to work away from home and a willingness to perform physical land and sea management duties often in adverse conditions and in remote locations.
- Understanding of and commitment to Workplace Health and Safety principles.
- Willingness to undertake travel in boats and small aeroplanes.
- Understanding of and commitment to Occupational Health and Safety principles including the wearing of Personal Protective Equipment.
- COVID immunisation certificate.
- A current motor vehicle driver's licence.

Desirable criteria:

- Chainsaw, chemicals handling and First Aid Certificates.
- Previous management experience of a small team, with the ability to build strong relationships.
- Qualifications in Land Management and Conservation certificate 3 or above
- Experience in fire management operations
- Coxswains licence

Pre-employment Conditions:

Evidence of the following must be provided before appointment to the position:

1. A current driver's licence.
2. Current Registration to Work with Vulnerable People.
3. Current National Police Check.
4. COVID vaccination certificate.

This registration and licence must remain current and valid at all times whilst employed in this role and the status of this may be checked at any time during employment.

Pre-employment Checks:

1. Conviction checks in the following areas:
 - a. Crimes of violence
 - b. Sex Related offences
 - c. Serious drug offences
 - d. Crimes involving dishonesty
2. Education and Care/Child Care Safety Screening
3. Identification check
4. Medical examination to certify ability to undertake tasks required for this position.

Position Description approved:

CEO's

SIGNATURE _____ DATE _____

This position description describes the duties and responsibilities of my position. I understand my responsibilities and am committed to carrying them out in line with the TAC's values, policies and procedures, and legislative requirements.

In addition, the Tasmanian Aboriginal Centre considers it everyone's responsibility to respect and maintain the confidentiality of clients, staff and the organisation's business.

As an employee, I acknowledge that I may have access to information that is confidential to the Tasmanian Aboriginal Centre, its clients and staff.

I agree to be bound by the terms and conditions of the TAC's Confidentiality Policy and acknowledge that retrieving and/or discussing confidential information for any purpose other than required by my job responsibilities is prohibited.

EMPLOYEE'S NAME _____

AND

SIGNATURE _____ DATE _____

MANAGER'S
SIGNATURE _____

DATE _____