

 tasmanian conservation trust inc	FIELD OFFICER BRUNY ISLAND CAT MANAGEMENT PROJECT	PD No. BI FO 01			
		VERSION	LAST REVIEWED	NEXT REVIEW	
		01	August 2017	October 2018	
Wages and conditions	<ul style="list-style-type: none"> The Field Officer is employed by the Tasmanian Conservation Trust and hosted and managed by Kingborough Council. Classification: Social, Community, Home Care and Disability Services Industry Award 2010 Level 6. Full time equivalent salary: \$59,550 - \$62,187/annum. Field work will be undertaken on Bruny Island and require staying on the island for several days at a time. The associated costs including accommodation, travel and staying away from home will be covered. Out of hours and weekend work may be required. 				
Duration and commencement	The employment contract will commence in October 2017 and end June 30 th 2019. The hours worked will be up to 38 hours per week.				
Position objectives	To undertake on-ground monitoring and control activities to support the "Progressing feral cat eradication on Bruny Island – a <i>Threatened Species Strategy</i> " project.				
Key responsibilities	<p>Field work</p> <ul style="list-style-type: none"> Undertake monitoring of feral cats and wildlife, including via remote camera surveys, reading tracks and signs and GPS tracking of feral cats. Design and implement a feral cat control program (trapping and shooting) and undertake physical assessments and tissue sampling of feral cats. Maintain and manage field data records and related samples. Provide technical advice, liaison and practical support to project researcher partners (including students and other field workers). Maintain field and operational equipment for optimal, efficient and safe use. <p>Community capacity building and engagement</p> <ul style="list-style-type: none"> Participate in community liaison activities relevant to the monitoring and on-ground control work being undertaken on the island. Undertake community training and/or education in cat and wildlife monitoring and feral cat trapping. Assist in delivery of citizen science activities relevant to the project. Liaise with landowners and residents to support the phase-in of By-laws for domestic cat ownership on Bruny Island. 				

	<p>Committees and working groups</p> <ul style="list-style-type: none"> • Participate in, and report to steering groups as required. <p>Policies and procedures</p> <ul style="list-style-type: none"> • Contribute to the preparation, implementation and review of operational plans and standard operating procedures for field work. • Implement property access agreements and abide by all permit conditions and approvals for field activities. <p>Administration</p> <ul style="list-style-type: none"> • Complete administrative responsibilities including, job hazard assessments, reporting, data management, vehicle log books, timesheets, emergency response procedures.
Organisational relationships	<p><u>Report to:</u> Bruny Island Cat Management Project Coordinator</p> <p><u>Liaise with:</u> Tasmanian Conservation Trust, Director Kingborough Council, Cat Management Officer Kingborough Council, Manager Environmental Services Kingborough Council, NRM Co-ordinator and staff Community, contractors, consultants, researchers, academics, local government professionals, Government agencies.</p>
Code of Conduct	<p>The Tasmanian Conservation Trust and Kingborough Council are committed to maintaining the highest standard in dealings with the community as well as promoting equity and respecting diversity within the workplace.</p>
Workplace health and safety	<p>Operations of the Field Officer shall comply, so far as is practicable, with Kingborough Council's Workplace Health and Safety policies and standard operating procedures, along with relevant legislation and good practice.</p>
Security of Kingborough Council and TCT information	<p>Tasmanian Conservation Trust and Kingborough Council information viewed or accessed during the course of employment is not to be divulged to any person unless authorised to do so.</p>
Qualifications and experience (Selection Criteria)	<p><u>Essential:</u></p> <ul style="list-style-type: none"> • Extensive experience in invasive species management, including feral animal detection and control and/or eradication. Experience in feral cat management is desirable not essential. • Experience in the design and management of field data collection systems. • Competent computer skills and experience with Microsoft Office software, databases, Geographic Information Systems, GPS mapping.

	<ul style="list-style-type: none"> • Experience working in rough and isolated terrain with the ability to navigate and plan activities using maps and GPS equipment. • A good standard health and physical fitness suitable for work in an outdoor environment. • Experience in communicating field operational procedures and project information to rural landowners, other community members, clients and stakeholders. • Good written communication skills, including preparing meaningful and accurate reports based on field data. • Effective time management and planning skills to optimize effectiveness through prioritisation and risk assessment principles. • Current manual driver’s licence. <p><u>Desirable:</u></p> <ul style="list-style-type: none"> • Science degree with a focus on environmental management. • Experience in feral cat management. • Knowledge of relevant legislation pertaining to cat management, animal welfare, firearms use and nature conservation. • Experience in delivering community education activities. • Firearms licence. • Current first aid certificate.
<p>Personal skills and attributes</p>	<ul style="list-style-type: none"> • Strong interpersonal and communication skills, including the ability to build and maintain cooperative relationships and partnerships across diverse organisations and individuals. • Ability to work autonomously, with limited supervision and in a team environment. • Ability to provide effective leadership, instruction, guidance and feedback to less experienced personnel undertaking field based activities. • Strong commitment to organisational goals and client service with a demonstrated capacity to present a positive and professional public image on behalf of the Tasmanian Conservation Trust and Kingborough Council. • Demonstrated commitment and motivation to contribute to positive environmental outcomes.