

**BirdLife Australia**  
**Birds on Farms Project Coordinator**  
(ACT-Yass project)  
**Position Description**  
June 2022

standing together to stop extinctions

Birds on Farms Project Coordinator (ACT-Yass)  
May 2022



## Position description

### The organisation

As Australia's only national bird conservation charity, we are on a mission to put birds and nature on the path to recovery within a decade, leading and facilitating action that halts biodiversity loss and restores ecosystems. We can only achieve this with the help and support afforded to us by our diverse stakeholders including supporters, campaigners, donors, members and like-minded conservation organisations.

BirdLife Australia takes a science and evidence-based approach to bird conservation. Where strong conservation plans are in place and well-resourced the evidence tells us that threatened species can be brought back from the brink of extinction. With a 100-plus year history and Australia's strongest and longest-lived collection of data and surveys, BirdLife Australia brings a wealth of observation and experience to the protection of native birds.

BirdLife Australia is a diverse organisation with more than 200,000 supporters, donors, volunteers, campaigners, and members, over 90 staff across Australia, and a network of more than 40 voluntary community groups.

BirdLife Australia is truly local to global, with a network of more than 40 voluntary community groups on the ground in Australia and is the Australian member of the BirdLife International partnership, the world's largest partnership for conservation.

Our growing network of people generously give their time, expertise, voice and financial support, standing together with us to help protect Australia's unique birdlife.

A significant part of BirdLife Australia's work is done by volunteers acting either alone, in organised groups or serving on Committees. It is important that all staff understand and appreciate the contribution made by volunteers, and are also mindful of their varying skills, interests and motivations.

BirdLife Australia acknowledges the important role Traditional Owners throughout Australia have played, and continue to play, caring for Country. We acknowledge their continuing connection to land, sea and community and pay respect to Traditional Owners and their cultures, and to their Elders both past and present. BirdLife Australia endeavours to facilitate the further engagement of Indigenous Australians in the research and conservation of our native birds.

### The role

The role of the Birds on Farms Project Coordinator (ACT-Yass) is to implement a new project aimed at restoring woodland habitat, landscape connectivity, and populations of woodland birds on private rural properties across a region spanning from the ACT northwards to Yass and surrounds. It will deliver a 'Birds on Farms' program approach that encourages landscape-scale management of temperate woodlands and associated habitats, using a combination of monitoring, community education and engagement, restoration planning with landholders, and seeking leveraged funds to undertake targeted on-ground habitat restoration. This position will also be responsible for budgeting, reporting and evaluation of project delivery.

This new project builds on the momentum and success of 'Birds on Farms' projects implemented by BirdLife Australia on rural properties and uses the intensive regional-scale model that is being successfully implemented in southern inland NSW and central west NSW.

## Position title

Birds on Farms Project Coordinator (ACT-Yass)

## Position objective

The objective of the Birds on Farms Project Coordinator role is to successfully coordinate and deliver a new 'Birds on Farms' habitat restoration project in the ACT-to-Yass region (see map on following page). Like the two existing regionally-based NSW Birds on Farms projects, this project aims to work with landholders and other stakeholders to deliver scientifically robust cost-effective habitat management on rural properties in accordance with the interventions outlined within BirdLife Australia's Temperate Woodland Bird Conservation Action Plan (TWB CAP).

Using a range of approaches, this position will engage and support rural landholders and community groups to undertake planning for the management and restoration of woodland bird habitat on private land.

## Status

This is a Full-time position (1FTE) offered on a 3-year contract. Alternative proposals as a 0.8 FTE four days per week will be considered. Hours are flexible with some weekend and evening work required. A continuation to the contract would be offered subject to acceptable performance and available funding.

## Reporting

This role reports to the Birds on Farms Program Manager.

## Staff reporting

There will be a project officer position (0.6 to 1.0 FTE) that will directly report to the Birds on Farms Project Coordinator. Recruitment is yet to occur for this role.

## Remuneration / Job Level

Salary at Level 3, with level based on program complexity, scale, experience and expertise (subject to future review).

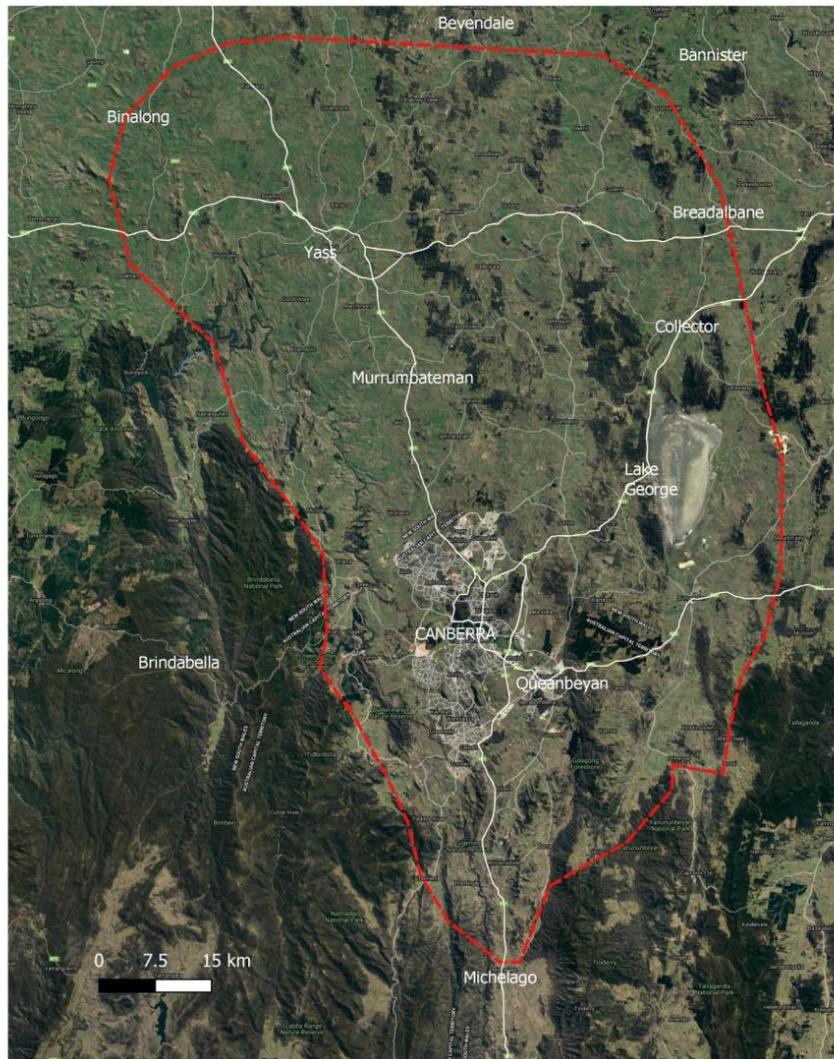
## Location

The project is based in ACT-to-Yass region (see map on following page). It is expected that the successful applicant would work from a home office (or similar) situated within or immediately adjoining the project area. Alternative locations will be considered based on strategic merit.

## Key relationships

**Internal:** Woodland Bird Program Leader, Birds on Farms Program Manager, Head of Conservation & Science, Woodland Bird CAP Coordinator, other Birds on Farm project staff across Australia, Nature Climate Solutions Manager, Chief Executive Officer, Major Gifts Lead, other Conservation & Science team members, communications and engagement staff.

**External:** Local landholders, Canberra Ornithologist Group, NRM bodies, Local Government, Landcare and other relevant community groups, BirdLife Southern NSW, First Nations People (including Traditional Owners and representative groups), birdwatchers, philanthropists, business and farming groups/associations, and the general public.



*Project area map – subject to change.*

### Travel requirements

Day trips within the project area will be regularly required. On occasions, some travel elsewhere within NSW, ACT and Australia may be required.

### Duties

Project activities will be undertaken with a range of project partners and volunteers, and with the support of a BirdLife Australia project officer. Project activities will be generally implemented in accordance with processes developed for existing Birds on Farms projects elsewhere, but with scope for adaptation to the requirements of the local area.

### Project Management

- Assist in the development of a detailed project plan, and then coordinate its implementation.
- Manage and deliver contract and project milestones on time and within budget
- Provide direction and support to the Birds of Farms Project Officer.
- Foster and maintain relationships with project partners and volunteers
- Report on progress against project milestones to funding bodies, BirdLife Australia, and others as required.
- Manage the safety and wellbeing of staff, contractors and volunteers engaged in the project.

- Seek, negotiate, and apply for additional leveraged funding and in-kind contributions to ensure successful delivery of the project outcomes.

#### **Fieldwork and on-ground implementation**

- Work with local experts to identify priority areas for conservation, restoration and monitoring.
- Coordinate the development and implementation of a bird monitoring program, using existing Birds on Farms protocols.
- Undertake assessments of rural properties for their potential for habitat restoration.
- Work with landholders to develop Habitat Management Plans for their properties.

#### **Communicate knowledge to landholders and other community members**

- Encourage retention and enhancement of important woodland habitat features on private land.
- Develop and/or distribute relevant education materials to raise public awareness of the key conservation needs of threatened and declining woodland birds.
- Develop and deliver community education presentations to promote the 'Birds on Farms' program within and beyond the project area to a range of audiences.
- Engage volunteers, community groups and indigenous Australians in the project.

#### **Organisational representations and specialist knowledge**

- Represent BirdLife Australia and our values when meeting with decision makers, donors and potential delivery partners.
- Provide expert advice (as required) to partner organisations and stakeholders in relation to the project's objectives and outcomes.

### **Selection Criteria**

#### **Essential**

- A Bachelor's degree in Conservation Biology, Environmental Science or related field
- Demonstrated ability in managing projects, budgets and other staff
- Experience in woodland bird conservation and/or terrestrial habitat management in Australia
- Excellent communications skills, including public speaking and writing for a variety of audiences
- Experience in working with volunteers and rural communities
- A current driver's licence

#### **Desirable**

- Demonstrated experience in working successfully with rural community groups on land management and/or habitat restoration
- Knowledge of issues affecting rural land holders and communities in the region, including the agricultural sector
- Experience in fundraising and grant writing
- Experience in undertaking and/or coordinating bird surveys
- Maintaining and analysing datasets

## Living our Values

- Promote and role model appropriate behaviours that support BirdLife Australia's culture and values
- Actively demonstrate organisational values

<b><i>Passion</i></b>	<b><i>Excellence</i></b>	<b><i>Leadership</i></b>	<b><i>Collaboration</i></b>	<b><i>Integrity</i></b>	<b><i>Impact</i></b>
We bring people together around a love of nature	Science and knowledge is at the centre of everything we do	We empower and inspire people to lead with courage and purpose	We embrace diversity and work in partnership with mutual respect	Our success is based on experience, honesty, trust and fairness	We think globally, lead nationally and act locally

## OH&S statement

Employees and potential employees should be aware that the requirements of the position include, but are not limited to:

- Limited attendance at evening or weekend meetings
- Possible driving for extended periods and interstate travel
- Long periods of sedentary desk and computer duties and telephone use
- Possible lifting and moving of heavy equipment and objects
- Overnight and weekend work in the field and at conferences