

JOB SPECIFICATION



**GOULBURN
BROKEN**

CATCHMENT
MANAGEMENT
AUTHORITY

POSITION TITLE: NRM Project Officer (River and Wetland Health Program)

The below specification provides additional detail to the deliverables of this position and should be read in conjunction with the Position Description.

TIME FRACTION: 0.6 – 1.0 FTE

TENURE: Ongoing

LOCATION: Shepparton, Benalla or Yea

SALARY: Band 7 of the [Goulburn Broken CMA Enterprise Agreement](#) commencing at \$83,544.24 (or pro-rata)

REPORTING TO: River Health Project Officer

In this role you will:

- Coordinate implementation of a region-wide Flood Recovery works project in accordance with GB CMA's project management and procurement frameworks; including project planning, establishing contracts with service providers, contract administration and site works coordination; as well as fulfilling project reporting and data management requirements
- Engage with landowners and other stakeholders (e.g. Traditional Owners, angling clubs, local councils, community groups) to develop and implement on-ground works associated with State government funded riparian health improvement and in-stream habitat enhancement projects
- Provide input to regional, State and Federal plans, strategies and policies
- Identify project and overall program delivery improvements, and assist in identifying and pursuing funding opportunities, such as Recreational Fishing Licence grant funding
- Coordinate and support the delivery of other river health related projects and tasks as required.

You will bring with you;

- A strong desire to contribute to and work closely with a small team
- Effective communication and experience in building productive working relationships
- Well-developed project management experience and organisational skills
- Demonstrated experience in and aptitude for stakeholder engagement and collaboration

Head Office:
Shepparton
168–170 Welsford Street,
PO Box 1752,
Shepparton Vic 3630
Telephone: (03) 5820 1100
Facsimile: (03) 5831 6254