

# Victorian Landscape Conservation Partnership Manager Position Description

**Date: Monday, 24 July 2023**

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## 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 350,000 supporters, donors, volunteers, campaigners and members, over 130 staff across Australia, and a network of more than 40 voluntary community groups.

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 First Nations People 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 Victorian Landscape Conservation Partnership (VLCP) Manager is responsible for overseeing the delivery of the VLCP - a unique partnership-collaboration between several conservation organisations.

The aim of the partnership is to create a unique, landscape-scale solution (across 47,000kms in Southwest Victoria) which meets the complex challenges faced by Victoria's shrinking biodiversity.

# Victorian Landscape Conservation Partnership Manager

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By galvanising philanthropic, impact and government investment the project seeks to deliver biodiversity outcomes on private and public land across Victoria, complimenting the State's Biodiversity 2037 Plan (Victoria and Department of Environment, 2017).

This role will project management implementation of the first stage of the 18 year project with continuation possible depending on project funding and evaluation.

The role sits within the Systems Change & Innovation Team is key to supporting BirdLife's mission to put birds and nature on a path to recovery by 2032, contributing to the UN's Global Biodiversity Framework mission to halt and reverse nature loss.

## Position title

Victorian Landscape Conservation Partnership Manager

## Position objective

Contribute to the goals of BirdLife Australia's Bird Conservation Strategy by managing the effective delivery of the Victorian Landscape Conservation Partnership program.

## Status

This is a full-time (1.0 FTE) position offered on a two-year contract. Subject to Termination Provisions. Contract may be extended depending on funding.

## Staff reporting

VLCP project team currently consisting of one Project Coordinator (.2) and possible future appointment of an Engagement Officer (.4).

## Remuneration / Job Level

Salary at Level 4, with grade based on project complexity, scale, experience and expertise (per published Grade/Level Remuneration Scales)

## Location

The position can be based in BirdLife Australia's National Office in Carlton, Victoria, with the option to work from a home-based location.

## Reporting

This position reports to the Systems Change and Innovation Program Leader.

## Key relationships

### Internal:

Systems Change and Innovation Program Leader, Nature-based Solutions Manager, Major Gifts/Fundraising staff, Communications staff, HR, Finance, Head of Conservation and Science, other Conservation and Science team members.

# Victorian Landscape Conservation Partnership Manager

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## External:

Program partners, Natural Resource Management authorities (e.g., Local Land Services and Catchment Management Authorities in Victoria), philanthropic trusts state agency staff, rural landholders, Landcare networks and groups, Traditional Owners and representative groups, Local Government, other community groups and the public.

## Travel requirements

The employee will be required to periodically travel across Southwestern Victoria as part of this role.

## Duties

Project manage the development and delivery of the activities, tactics and strategies in the VLCP Project Plan, Project Agreement and Activity Plan as follows:

- Coordinate and manage the Project's Steering Committee, Working Group and Project Group including scheduling and minuting of meetings, and associated activities,
- Develop and manage budgets, governance, and resourcing including variations to the Project Agreement and/or Project Plan,
- Relationship management of project partners and their nominated officers, and project stakeholders (including landholders, community organisations and traditional owners etc),
- Develop and manage fundraising/philanthropy, communications and stakeholder engagement plans,
- Coordinate effective methodology for selecting and monitoring of sites,
- Manage habitat plan development and implementation on private land,
- Organise field days, workshops and training sessions,
- Manage and deliver funded project contracts, and staff working on these contracts, as directed,
- Work with the Systems Change and Innovation Program Leader to ensure the program aligns with and delivers BirdLife Australia's Bird Conservation Strategy,
- Prepare progress and acquittal reports and liaise with Partners for delivery of contract milestones,
- Analyse and report on project outcomes, and represent the VLCP at various public forums, and
- Supervise Birdlife staff or VLCP staff working on the program.

## Selection Criteria

### Essential

- A Bachelor's degree in Conservation Biology, Environmental Science, or extensive relatable experience
- Demonstrated ability in project management, and meeting budget and milestone targets
- Demonstrated working knowledge of bird conservation in Australia and/or knowledge of conservation or ecological and habitat restoration theory and practices
- Excellent communication skills, including public speaking, writing for a variety of audiences, and interpreting biological data for dissemination to the community
- Demonstrated experience building positive working relationships with a wide range of internal and external stakeholders such as rural community groups, bird experts, landholders and project partners
- Experience working with, and involving, volunteers in conservation projects
- Knowledge of issues affecting rural landholders and communities
- A current driver's licence

# Victorian Landscape Conservation Partnership Manager

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## Desirable

- Post-graduate qualifications in Conservation Biology, Environmental Science or related field
- Knowledge of the ecology of threatened and declining birds in agricultural landscapes
- Experience in threatened species management and recovery
- Experience in rural extension work

## Workstyle, attributes, and attitudes

- A high level of professionalism in all work
- A strategic thinker and leader who can pivot to operational detail and delivery
- A team player with a highly collaborative style, with the flexibility and finesse to ‘manage by influence’
- Responds positively to feedback and accommodates change, ability to provide constructive feedback
- Ability to work well with minimum supervision; accepts high-level responsibility for workplan delivery
- Ability to analyse and solve problems
- A willingness and capacity to work flexible hours as and when required
- Commitment to work collaboratively with all constituent groups, including staff, Board members, volunteers, program participants, and other supporters

## Living our Values

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

<i>Passion</i>	<i>Excellence</i>	<i>Leadership</i>	<i>Collaboration</i>	<i>Integrity</i>	<i>Impact</i>
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:

- 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 conference