

Victorian Landcare Facilitator

Position Description



Position: Ovens Landcare Network Landcare Facilitator

Employment Status: Permanent part-time (0.45 FTE) – minimum of 18 hours per week, plus Project-funded work when available.

Employment Period: January 2026 – 30 March 2028

Remuneration: Hourly rate of \$44 with 12% superannuation contribution (plus car travel costs up to 200km per week based on ATO rates)

Reports to: This position will report to the VLF Manager who is a delegated member of the Ovens Landcare Network (OLN) Committee.

Overview

The Ovens Landcare Network (OLN) consists of 24 organisations — 22 Landcare Groups and two Friends Groups — based in the Ovens Valley in North East Victoria. This is one of two Landcare Facilitator positions employed by the OLN, both of which are part time and work closely together. The OLN also employs a Support Officer.

Overall Position Context and Accountabilities

The successful candidate for this position will possess exceptional communication skills, enabling them to effectively engage with a diverse range of stakeholders, including Landcare Groups, partner organisations, and the broader community. A strong background and understanding of community-based natural resource management is essential, as is the ability to develop and maintain collaborative partnerships. The facilitator must also be able to demonstrate initiative and work both independently and proactively, taking responsibility for tasks and contributing to the overall success of the Ovens Landcare Network. Furthermore, the position requires a commitment to making positive contributions to the Landcare Groups and the broader community, supporting their goals and helping to build local capacity for ongoing environmental stewardship.

The responsibilities required of the role are to:

- ☐ Build local community capacity to enable Landcare Groups to be self-sustaining;
- ☐ Undertake community engagement and build collaborative partnerships;
- ☐ Assist with planning and priority setting processes for individual Groups and the Network;
- ☐ Assist with the securing of project grants and other funding opportunities;
- ☐ Assist with monitoring, evaluation and reporting activities;
- ☐ Extend support to new, developing and small Landcare Groups, encouraging participation in Landcare and community activities;
- ☐ Develop and maintain relationships between Landcare Groups, NECMA, DEECA and other natural resource management organisations and agencies in the area;
- ☐ Contribute to the effective functioning of the Ovens Landcare Network through regular reporting and communications; and
- ☐ Promote and advertise Landcare activities, events and projects through a variety of mediums including social media platforms, radio, television and print.

Key Selection Criteria

Self-Management:

- Ability to plan and prioritise work to ensure outcomes are achieved and use strengths to contribute constructively to partnerships and relationship building.

Teamwork:

- Able to cooperate and work well with a diverse range of people in the pursuit of shared community objectives;
- Possesses a solid understanding of principles of collaboration and shares information easily;
- Consistently shows consideration, concern and respect for the ideas and needs of others.

Communication skills:

- Understands and is responsive to the needs of target audiences.
- Welcomes constructive feedback and is open to seeing things from others' perspectives, taking steps to confirm mutual understanding in communications.

Qualifications

- A current Victorian Drivers License is required.
- An appropriate qualification or equivalent experience in agriculture, natural resource management, environmental science or rural land management will be highly regarded.
- Relevant IT knowledge and experience, particularly Google Workspace
- A demonstrated ability to communicate effectively, both orally and in writing;

Key Competencies Required

- ☐ A sound understanding of Landcare philosophies and community empowerment issues in rural landscapes.
- ☐ A working knowledge of natural resource management, sustainability concepts and rural community issues in North East Victoria and the Ovens Valley in particular.
- ☐ Demonstrated ability to communicate to a range of audiences using a variety of platforms, from email to social media, showing flair, creativity and understanding of audience needs.
- ☐ Demonstrated ability to develop and maintain constructive and collaborative partnerships with a wide range of people and organisations.

Other relevant information

- You will need to provide your own office and equipment (personal computer, internet service, email access and mobile telephone) and a reliable vehicle.
- The OLN will provide work-cover insurance and Landcare insurance cover will apply to all activities undertaken as detailed in the Work Plan.
- The position description may need to be amended occasionally due to variations in responsibilities and organisational requirements. Changes to the PD will be consistent with the purpose for which the position was established.

For further information, please contact Penny Raleigh, OLN VLF on 0427 613 970
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Updated: November 2025