



Part time employment opportunity: Project officer

Gunning District Landcare (GDL) is an active Landcare group, engaged in a wide range of activities and projects. We are seeking a motivated person to support our current co-ordinator. The successful applicant will work on a flexible schedule averaging the equivalent of one day per week (7 hours) for an initial period of 6 months. The successful applicant will be employed as a contractor at the rate of \$40/hour plus GST if applicable.

The work of the Project Officer may include:

- Supporting the current Co-ordinator in the delivery of GDL's programs;
- Promoting GDL, projects and events through a range of media, including developing promotional brochures, other print media, social media and via our webpages;
- Organising information sessions, workshops and landholder awareness events;
- Engaging community members to be involved in GDL activities;
- Liaising with the Co-ordinator, the current GDL committee and community members.

Valuable attributes for this position include:

- A love of the natural environment;
- Excellent communication skills;
- Ability to work harmoniously and constructively with a wide range of people;
- Ability to understand and willingness to support a wide range of projects. For example, the School Holiday Program, Feral Fox Fighters, Southern Pygmy Perch conservation, bush regeneration and preservation of the endangered ecological community at the Gunning showground, and other projects as required;
- Ability to work well with volunteers, including in a volunteer oversight role;
- Ability to write compelling public communication material;
- Proficiency in social media communications;
- Ability to deliver workshops and landholder awareness events;
- Ability to be self-motivated and self-directed;
- Ability to adhere to deadlines for submission of necessary paperwork;
- Ability to have flexible work times (weekdays and weekends);
- A current Working With Children Check will be required if successful;
- A driver's licence and physical fitness are desirable but not essential in this position.

The successful applicant must agree to abide by GDL's Code of Conduct. They will report in the first instance to the GDL Coordinator.

We invite interested people to submit a one-page expression of interest by 5pm Monday 10 October, 2022 describing your interest, qualifications and relevant experience for this position to coordinator@gdl.org.au.

Please direct all queries to Sonya Duus, coordinator@gdl.org.au; 0488 027 653.