



Regional Operations Coordinator – Northern Territory

Reports To	• Head of Region - Northern Territory
Key Relationships	• Works with Homelands and Partner Traditional Owners • Collaborates with Immersion Coordinators and other Red Earth departments
Location of Role	• Working remotely outside of peak season (October to March) • Relocation to Alice Springs for peak season (April to September, see relocation package) • 60 nights of travel in region per year, throughout Central Australia and the Top End
Term	• Full-Time
Value	\$90,000 - \$98,000, excluding superannuation estimated total package • Base salary of \$80,000 - \$88,000 p.a. pending professional experience, excluding superannuation • Travel bonus estimated at \$9,450, excluding superannuation Additional benefits • \$3,000 rental support package available • \$70 monthly phone allowance • Required qualifications & training covered <u>6 Weeks</u> paid annual leave + ability to earn Time off in Lieu (TOIL) • Conservative estimation of 3 additional weeks in TOIL on top of your annual leave • Yearly annual leave buy back option (if over 8 weeks leave accrued)

About Red Earth

Red Earth delivers immersive learning experiences that connect school students and educators with First Nations communities across Australia. Our programs require thoughtful coordination, strong relationships, high operational standards and a deep respect for the communities we work with.

About the role

We're looking for an experienced operations leader to coordinate people, logistics, safety, assets and partner relationships across programs in the Northern Territory. This is a hands-on regional role for someone who thrives in dynamic environments, can keep multiple moving parts on track, and is motivated by meaningful work with strong community relationships.



Reporting to senior leadership, you will oversee regional operations in both Central Australia and the Top End and help ensure programs are delivered safely, efficiently and in line with Red Earth's values.

This role combines **tourism and outdoor program design, operations leadership, logistics coordination, field support, stakeholder engagement and continuous improvement**. It suits someone who enjoys both planning and hands-on problem-solving, and who can lead with professionalism, care and accountability.

The role allows for remote work, with a relocation package provided to set up in Alice Springs for our busy season. There would be approximately 60 nights of field travel to foster close working relationships with our community partners and deliver exceptional immersions, spending time in both Central Australia and the Top End, including Arnhem Land.

Key Responsibilities

The work with the team of is directly responsible for implementing all aspects of Red Earth's Immersion Program in a region. Working out of our Alice Springs Hub, you will be responsible for:

- Lead day-to-day regional operations across Northern Territory programs
- Planning and designing immersion programs with Traditional Owners and cultural educators
- Coordinate program logistics including travel, accommodation, equipment, scheduling and field requirements
- Support and lead staff in the region, helping build a strong, capable and well-prepared team
- Maintain high standards of safety, risk management and compliance
- Oversee assets, vehicles, equipment and operational readiness
- Build strong working relationships with community partners, schools, suppliers and internal stakeholders
- Identify operational issues early and respond with practical, calm solutions
- Contribute to planning, reporting, budgeting and continuous improvement across the region
- Support program delivery on the ground when needed, including travel to remote locations

What you'll bring

Essential

- Experience in operations, logistics, regional delivery, field coordination or multi-site/service delivery environments
- Strong organisational skills and the ability to manage many competing priorities
- Experience leading people, contractors or cross-functional teams
- Confidence managing logistics, schedules, assets and operational detail
- Sound judgment and a strong approach to safety, risk and compliance
- Excellent relationship management and communication skills
- A practical, adaptable, calm, and resilient working style
- Ability and willingness to travel, including to remote locations

Desirables



- Experience in education, tourism, events, outdoor programs, transport, community services or remote service delivery
- Experience working with schools or group travel logistics
- Experience working respectfully with First Nations communities
- 4WD or remote travel experience
- Required operations, safety or leadership qualifications

Required Qualifications

Red Earth will assist you in obtain all required qualification and authorities for the role.

- Medium Rigid open driver licence
- Driver authority
- Remote First Aid, including CPR
- Water rescue qualification
- Working with Children Check

Why join Red Earth?

- Purpose-driven work with real impact
- A varied, autonomous and meaningful regional leadership role
- Opportunity to build strong partnerships and help deliver high-quality programs
- Supportive team culture
- **6 weeks annual leave**
- **Time off in lieu arrangements**
- **Relocation support available**
- Competitive salary package

How to Apply

To apply for this position, email your CV and a Cover Letter to:

Rob Hutchinson (Head of Region – Northern Territory), rob@redearth.edu.au and
Nick Brown-Graham (Head of Operations), nick@redearth.edu.au

A note to applicants

We know great candidates do not always meet every single criterion. If you have strong operational experience and think your skills could transfer well, we encourage you to apply.

Candidates from **logistics, tourism, transport, aviation, facilities, events, community services, regional operations and other field-based industries** are strongly encouraged to apply.



Red Earth is an equal opportunity employer. We encourage people who identify as Aboriginal and or Torres Strait Islander to apply.