

## Local Landcare Coordinator

<b>Employer</b>	<b>Northern Slopes Landcare Association</b>
<b>Location</b>	North West NSW – Moree Plains and Gwydir Local Government Areas, Hybrid
<b>Classification/Tenure</b>	Contracted permanent part time position (June 30, 2027), 35 hours per week.
<b>Remuneration</b>	Commensurate with experience. \$95,500 per annum package (inclusive of superannuation), under the SCHADS Award [MA000100]
<b>Organisation Profile</b>	The Northern Slopes Landcare Association (NSLA) was formed in 1998 to bring together the numerous local Landcare Groups under an umbrella organisation that broadly covers the Gwydir, Moree Plains, Narrabri and Walgett Local Government areas.
<b>Position/Role Objectives</b>	<p>The Local Landcare Coordinator is responsible for supporting, coordinating and assisting local community volunteer Landcare groups, as well as fostering the development of new groups where required. Working closely with NSLA, Landcare groups and partner organisations, the Coordinator will empower individuals and groups to participate in Landcare activities, achieve their own goals, and contribute to regional natural resource management outcomes.</p> <p>The role works across local, district and network scales and collaborates with Local Land Services, Landcare NSW, government agencies and community organisations to support delivery of the LP3 – NSW Landcare Program outcomes.</p> <p><b>Key Deliverables of a Local Landcare Coordinator:</b></p> <p><b>Local Landcare group and network support and advocacy</b></p> <ul style="list-style-type: none"> <li>• Act as a central contact point for NSLA-supported Landcare groups and networks.</li> <li>• Support and advocate for local Landcare groups and volunteers.</li> <li>• Stimulate and support community engagement and participation in Landcare activities.</li> <li>• Assist groups, networks, Landcarers and landholders to participate in natural resource management activities that address key agricultural sustainability and environmental issues.</li> <li>• Support group and project planning, including action planning and priority setting.</li> </ul>

### Host organisation support and capacity building

- Provide administrative support to NSLA as required.
- Maintain regular communication with members and volunteers, including preparation of newsletter articles and social media content.
- Manage and maintain databases and records to support project delivery and reporting.
- Communicate information on projects and group activities to the broader NSLA team.
- Represent local group needs through participation in Regional and State Communities of Practice.
- Assist with grant submissions and grant-related reporting, as required.
- Support membership processes, including onboarding new members and facilitating ongoing communication.

### Reporting and Program Delivery

- Monitor, evaluate and report on activities and outcomes in line with program requirements.
- Facilitate linkages between Landcare activities, Local Land Services and Landcare NSW, including preparation of case studies and reports.
- Work with NSLA and local groups to develop and implement Local Priority Action Plans.
- Work with the Regional Coordinator to support development and implementation of Regional Priority Plans.

#### Reporting/Supervision arrangements

The position reports to the Northern Slopes Landcare Association Chair, with day-to-day operational support provided by NSLA staff. Governance oversight is provided by the NSLA Executive Committee.

#### Links to existing programs

The successful applicant will work as part of a broader Landcare network, with access to professional support and peer collaboration. The Local Landcare Coordinator will work closely with NSLA staff, Landcare group representatives, Committee members, Local Landcare Coordinators, Regional Landcare Coordinators and Local Land Services staff across the region and surrounding areas.

#### Competencies

##### Essential skills and attributes

- Well-developed verbal and written communication skills.
- Strong time management skills and ability to work efficiently and meet deadlines.
- Demonstrated interpersonal skills, with the ability to engage effectively with a diverse range of people and build strong working relationships.
- Demonstrated interest in, and commitment to, local environmental and agricultural land management issues.
- Proactive, organised and community-minded approach to work.



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### Highly desirable skills and experience

- Experience in developing and delivering communications, including social media content.
- Experience in project planning, coordination, record keeping, reporting and grant writing.
- Strong networking and stakeholder engagement skills.
- Sound administrative and computer skills, including proficiency in Microsoft Office applications.
- Demonstrated flexibility in working hours over the period of employment.
- Current driver's licence.

### Selection Criterion

Applicants are requested to address each of the following selection criteria:

1. Sound understanding of natural resource management issues relevant to the region, with demonstrated experience or qualifications in Natural Resource Management, Environmental Science, Sustainable Agriculture or a related field.
2. Demonstrated well-developed written and verbal communication skills, including competency in the use of common office software, digital platforms and online systems.
3. Demonstrated ability to work with and support community groups, including facilitation, action planning and conflict resolution.
4. Proven ability to work collaboratively with government agencies, community organisations, landholders, schools and Aboriginal and Torres Strait Islander groups.
5. Demonstrated ability to work with minimal supervision, show initiative, and contribute effectively as part of a team or professional network.
6. Ability and willingness to work outside standard office hours from time to time to attend meetings and community events.
7. Ability and willingness to travel within the region as required.
8. Current driver's licence.

### Additional Information

Northern Slopes Landcare Association is an equal opportunity employer. Employment will be under the organisation's standard employment agreement or as otherwise negotiated.

The role may require attendance at meetings outside normal working hours. Travel within the region and occasional overnight stays will be required.

The successful applicant may be required to use their own vehicle for work purposes and must provide evidence of comprehensive or, at a minimum, third-party property insurance. Vehicle use will be reimbursed in accordance with approved kilometre rates.

For further information about the position please contact:

Kate Groth [admin@nsla.net.au](mailto:admin@nsla.net.au)



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**To apply for the position**

To apply, please provide the following:

1. A cover letter outlining why you seek this position and addressing the selection criterion (2 pages maximum).
2. Your current CV (2 pages maximum).

Applications to be emailed to Kate Groth [admin@nsla.net.au](mailto:admin@nsla.net.au)

**Closing Date**

Applications must be received by **5pm Friday 6<sup>th</sup> February, 2026**



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