

Conservation Officer (Indigenous Landscapes)

Who We Are:

The mission of The Nature Conservancy (TNC) is to conserve the lands and waters upon which all life depends. As a science-based organization, we develop innovative, on-the-ground solutions to the world's toughest environmental challenges so that people and nature can thrive. Our work is guided by our values, which include a [commitment to diversity](#) and respect for people, communities, and cultures. From a rewarding mission to career development and flexible schedules, there are many reasons to love life #insideTNC. Want to know more? Check out our [TNC Talent playlist on YouTube](#) to hear stories from staff or visit [Glassdoor](#).

The Nature Conservancy first commenced operations in Australia in 2002. Since that time TNC Australia has grown significantly and now conducts projects in all Australian states and territories. Our work focuses on four conservation strategies – Outback (including our work with many Indigenous Aboriginal & Torres Strait Islander peoples, supporting their efforts to manage their Country for its cultural and conservation values); Oceans (including our nation-wide critically endangered shellfish reef building program in the bays and estuaries of southern Australia, from Perth to Noosa); Nature and Agricultural Landscapes (including innovative water funds in the Southern Murray-Darling Basin); and Protection (working with partners, including governments, to achieve protection, restoration and improved management of 30% of our oceans and 30% of our lands by 2030). To learn more about our work in Australia visit www.natureaustralia.org.au.

What We Can Achieve Together:

This is a two year fixed term contract.

The Indigenous Landscapes Conservation Officer will support the Indigenous Landscapes team to implement conservation projects with a heavy focus on Indigenous People, their Country and their rights. They report to the Indigenous Landscapes Director and may assist the wider Australian Conservation Team in successful project management and delivery.

You will be an important member of our Indigenous Landscapes Team working across all Conservation Teams as required. Your experience and expertise in project management, contracts and finance as well as building and maintaining productive partnerships with Indigenous organisations for conservation, cultural and economic outcomes will support your team in achieving continued excellence in this field.

We're Looking for You:

Conservation Officers (Indigenous Landscapes) help build and deliver a variety of projects to conserve country, build community capacity and networks via TNC Australia.

They implement conservation activities on country with partners and employ a full range of tools and methods to contribute to restoration and management of land and sea country, and to ensure a balance between people and ecological measures. They build and support conservation communities and to administer the conservation support efforts with a variety of project and contract management activities relevant to the planning, implementation and reporting deliverables.

In this role, you will:

- Work collaboratively to perform tasks and make independent decisions based on analysis, experience, and context with supervisory support as needed.
- Help design, deliver and report on projects and agreements in accordance with internal policies and external partnership requirements.
- Undertake project support activities with internal and external parties to accomplish project goals. This may include engagement with corporate and strategic teams, community stakeholders, Indigenous communities, trustees, and donors.
- Provide Corporate/project support for the design, delivery and reporting on projects and agreements in accordance with internal policies and external partnership requirements.
- Coordinate internal and external parties requirements to accomplish project goals. This may include engagement with community stakeholders, Indigenous communities, trustees, and donors.
- Ensure project compliance with internal policies and external requirements including complex contract and partnership management.
- Support writing up new Agreements with TNC project partners and stakeholders where applicable.
- Update Community Partnerships profiles and project histories to enable the ILT to report accurately and identify areas for future cooperation. Includes updating partners metrics.
- Assist team with scheduling of the many project management and reporting requirements to meet performance and grant-specific targets. Includes advising/reminding partners on reports and milestones for grants.
- Responsible for maintaining the organisation of documents in the various document management systems used by the ILT.
- Assist with grant writing

What You'll Bring:

- Bachelor's degree and 3 years' experience in natural resource management or similar field or equivalent combination of education and experience.
- Experience managing staff or volunteers.
- Relationship building experience to work closely with a variety of partners, i.e., media, government officials, internal scientists.
- Experience completing tasks independently with respect to timeline(s).

- Experience with communication via written, spoken and graphical means in English and other relevant languages.
- Experience using common software applications such as Word, Excel, web browsers, etc.
- Experience in training.

DESIRED QUALIFICATIONS

- Passion and interest in working with Indigenous groups, including diverse networks.
- Relationship building experience to work closely with a variety of partners.
- Experience working with Indigenous communities or groups or bachelor's degree and three years' experience in natural resource management, equity in natural resource management or similar field or equivalent combination of education and experience.
- Experience completing tasks independently with respect to timeline(s).
- Experience with communication via written, spoken and graphical means in English.
- Experience using common software applications such as Word, Excel, web browsers, etc.

PLEASE READ: We strongly encourage applications from Aboriginal and Torres Strait Islander peoples for all positions.

If you are an Aboriginal or Torres Strait Islander, we encourage you to let us know in your application. If you require assistance with making your application, please contact the recruitment team.

Your personal information will be kept confidential in compliance with relevant privacy legislation.

What We Bring:

Since 1951, The Nature Conservancy has been doing work you can believe in protecting the lands and waters that all life depends on. Through grassroots action, TNC has grown to become one of the most effective and wide-reaching environmental organizations in the world. Thanks to more than 1 million members, over 400 scientists, and the dedicated efforts of our diverse staff, we impact conservation throughout the world!

The Nature Conservancy offers a competitive, comprehensive benefits package including: health care benefits, flexible spending accounts, savings plan including employer match, parental leave, accrued paid time off, life insurance, disability coverage, employee assistance program, other life and work wellbeing benefits. Learn more about our benefits at in the [Culture Tab](https://www.nature.org/careers) on [nature.org/careers](https://www.nature.org/careers).

We're proud to offer a work-environment that is supportive of the health, wellbeing, and flexibility needs of the people we employ!

This description is not designed to be a complete list of all duties and responsibilities required for this job.

Our Competencies:

BUILDS RELATIONSHIPS	Builds productive relationships by interacting with others in ways that enhance mutual trust and commitment.
COLLABORATION & TEAMWORK	Works collaboratively with stakeholders across levels, geographies, backgrounds, and cultures to improve decisions, strengthen commitment, and be more effective.
COMMUNICATES AUTHENTICALLY	Communicates proactively and in a timely manner to share information, address important issues, persuade, and influence with the appropriate level of detail, tone, and opportunities for feedback.
DEVELOPS OTHERS	Takes ownership to help develop others' skills, behaviors, and mindsets to help them strengthen their workplace contributions.
DRIVES FOR RESULTS	Sets challenging goals and objectives based on a strong sense of purpose and high-performance standards and steadfastly pushes self and others for tangible results, while ensuring work-life balance.
LEVERAGES DIFFERENCE	Demonstrates commitment to harnessing the power of differences strategically; consistently sees, learns from, and takes strategic action related to difference; and demonstrates the self-awareness and behaviors to work across differences of identity and power respectfully and effectively with all stakeholders. Actively seeks to build and retain a diverse workforce and fosters an equitable inclusive workplace by drawing upon diverse perspectives.
SYSTEMS LEADERSHIP	Thinks and acts from a broad perspective with a long-term view and an understanding of 1) the dynamic nature of large-scale challenges and 2) the need for integrating five key practices: skillfully engaging appropriate people; providing a clear process for change; taking a holistic view of situations; focusing on a small number of strategic actions, while learning from and adapting them over time; and being aware of how one's own thinking or patterns of behavior may be limiting change.

The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of people of diverse backgrounds, beliefs, and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colours, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military, protected veteran status or other status protected by law.

TNC is committed to offering accommodations for qualified individuals with disabilities and disabled veterans in our job application process. If you need assistance or an accommodation due to a disability, please send a note to applyhelp@tnc.org with Request for Accommodation in the subject line.

For Internal Reporting:

Job Title: Conservation Officer (Indigenous Landscapes)

Job Family: Conservation

Internal Job Code: 450004

Salary Grade:

Status: 5

PeopleSoft Job ID Number:

Date: May 2025