Position Title: Reserves Manager

Location: Hobart or Launceston, Tasmania

Reports to: Head of Operations

TASMANIAN LAND CONSERVANCY

Background

The Tasmanian Land Conservancy (TLC) is a for-purpose (not-for-profit), apolitical, science and community-based organisation that protects nature on private land in Tasmania. The TLC has a diverse business model, with revenue comprising philanthropic programs, government and non-government grants and conservation business opportunities. At TLC we pride ourselves on our collaborative, outcome-focused workplace, and we respect and acknowledge the diversity of people, culture and communities. The TLC seeks new ways to achieve conservation that values nature and the economic, cultural and social benefits it provides us all.

Scope of Position

The Reserves Manager is a senior position within the Reserve Management Team responsible for leading and coordinating the delivery of reserve management activities across TLC's reserve estate. This includes the management of key threatening processes such as invasive species, pest animals, inappropriate fire regimes and biosecurity risks, alongside the management of natural and built assets. Reporting to the Head of Operations, the role provides management and operational coordination of the field-based Reserve Management Team and translates reserve management plans, conservation priorities and organisational objectives into practical, prioritised and achievable operational work programs.

Working closely with the Conservation Management and Planning Coordinator, the role provides a key link between conservation planning and on-ground implementation, ensuring operational knowledge and outcomes inform planning and adaptive management. The Reserves Manager coordinates delivery through Senior Reserve Officers, Reserve Officers, contractors and volunteers, while supporting Senior Reserve Officers to provide technical and field leadership in the delivery of the works program. The role also works collaboratively with the Visitation Coordinator and Reserve Officer (Administration Support) and maintains a strong connection with field operations through involvement in planning, scoping and prioritising activities, including for complex projects.

Responsibilities

1) Lead and coordinate implementation of TLC's Reserve Management Operations Plan and Works Program across the reserve estate, including the planning, prioritisation, scheduling and resourcing of reserve management activities.
2) Provide leadership and line management of Senior Reserve Officers and Reserve Officers, supporting staff development and enabling Senior Reserve Officers to provide technical leadership, mentoring and leadership of complex field activities.

3) Work collaboratively with the Conservation Management and Planning Coordinator and Conservation Science and Planning Team to translate conservation priorities and reserve management plans into practical operational programs and ensure implementation outcomes inform adaptive management.
4) Manage operational projects, contractors, budgets and expenditure within delegated responsibilities, and provide advice to the Head of Operations on emerging priorities, risks and resource requirements.
5) Coordinate TLC's operational fire management activities in collaboration with the Head of Operations, Conservation Management and Planning Coordinator and relevant internal and external stakeholders and participate in fire activities where appropriately qualified and required.
6) Work collaboratively with the Visitation Coordinator and Reserve Officer (Administration Support) to integrate visitation, volunteering, hunting, operational logistics, equipment and asset management with reserve operations.
7) Coordinate monitoring, reporting and continuous improvement of reserve operations, including work program delivery, operational systems, data collection and work practices and promote a safe working environment in accordance with TLC policy and procedures.
8) Other duties as directed by the Head of Operations commensurate with skills and abilities.

Qualifications, Skills and Experience

Qualifications

1. Tertiary qualification in natural resource management, conservation, environmental management or a related discipline or equivalent practical experience in conservation land management.
2. Bushfire firefighting qualifications and/or relevant practical experience.
3. Relevant field-based qualifications and/or demonstrated experience applicable to conservation land management.

Essential Experience, Skills and Competencies

1. Substantial experience in practical conservation, natural resource management or protected area management, with a strong understanding of the relationship between conservation planning and on-ground implementation.
2. Demonstrated experience leading and supporting operational staff, including setting priorities, coordinating workloads, coaching staff and developing effective teams.
3. High-level planning and organisational skills, including the ability to to translate management plans and conservation priorities into practical operational programs and coordinate a complex program of work across multiple locations.
4. Experience in project management, budgeting, reporting and contract management, including delivery of projects and programs within agreed timeframes and budgets.
5. Strong understanding of science-based conservation and adaptive management principles, together with practical knowledge of land management activities including

invasive species and pest animal management, fire, infrastructure, access and management of natural and built assets
6. Demonstrated ability to work collaboratively across disciplines and teams, particularly with conservation scientists, planners and field practitioners.
7. Strong interpersonal and communication skills and demonstrated ability to build productive relationships with staff, neighbours, contractors, volunteers, researchers, government agencies and other stakeholders.
8. Demonstrated high-level understanding of workplace health and safety, risk assessment and safe systems of work relevant to conservation and remote-area field operations.

Desirable Experience, Skills and Competencies

1. Experience managing operational teams working across geographically dispersed locations.
2. Experience with Geographic Information Systems and spatially based work planning and reporting.
3. Current Remote Area First Aid certificate, or the ability to obtain.
4. Experience operating 4WD vehicles and working safely in remote and isolated environments.

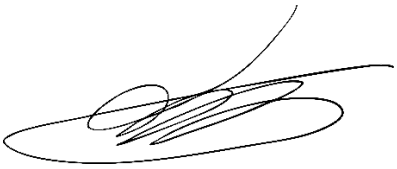
Position Type

Fixed term, part-time (80% FTE) = 60.8 hours / fortnight.

Salary

A remuneration package (pro rata) based on TLC Level 3.1 – 3.2 (plus statutory superannuation) commensurate with qualifications, skills and experience.

Authorised by TLC's Chief Executive Officer



Katherine Tuft

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