

Position Description

**Greater Brisbane Groups Project Coordinator**

**Queensland Conservation Council**

Location: Brisbane

Hours: Full time (38 hrs per/wk). Flexibility in working outside standard office hours maybe required

Employer: Queensland Conservation Council Incorporated

Responsible to: Queensland Conservation Council Incorporated Executive

Term of employment: Fixed 12 months, with 3 month probationary period.

Remuneration: $63,471 per annum (SACS Level 4.1), plus statutory superannuation and 17.5% holiday leave loading.

**The Organisation**

Queensland Conservation Council (QCC) is a not-for-profit incorporated association whose objective is to work for, encourage and foster the conservation, protection, enhancement and sustainable use of Queensland’s natural environment.

Incorporated in 1969, QCC is the state’s peak non-government environment group, with around 50 member groups, including ten regional conservation councils, as well as specific issue and national environmental NGOs.

Funding for this Project has been provided by the Myer Foundation. Other funding for the organisation comes from State Government and other grants, private contributions and fundraising activities. An Executive elected by the members is responsible for the overall direction of the organisation.

**Background to the role**

Across the greater Brisbane area, there are a large number of small, often largely voluntary, environment groups working on a wide range of issues including:

* the conservation and regeneration of natural environments and greenspace, including waterways, wildlife habitat, wetlands, woodlands, forests and nature reserves.
* improved controls on development that could damage the natural environment and biodiversity
* action to combat climate change.
* sustainable transport, food growing, energy and housing
* protecting and caring for wildlife, and
* protecting natural, indigenous and urban heritage.

This project seeks to promote and facilitate coordination, organisational capacity-building and skill-sharing, as well as planning and advocacy between and amongst these groups.

**The Role**

* Work closely and collaboratively with the Director, other staff and the Executive of QCC to promote regional coordination and cooperation between conservation and other associated environmental NGOs (eNGOs) in the Greater Brisbane area.
* Engage with a wide range of conservation groups and other associated eNGOs in the Greater Brisbane area to help build closer and more productive consultation, collaboration and co-operation between the groups and with QCC.
* Provide practical advice, assistance and support to conservation groups and other associated eNGOs in the Greater Brisbane area to increase their capacity to engage with authorities, land managers and the community and to undertake joint advocacy for protection of biodiversity and regional biodiversity values, protection and restoration of natural environments and promotion of sustainable practices.
* Identify opportunities to undertake pilot regional coordination, local group engagement, policy engagement, organisational development, and conservation advocacy.
* Over the course of the project, demonstrate the benefits of closer ties and better collaboration between and coordination amongst Brisbane region conservation groups and associated eNGOs, in enabling more effective conservation work, in achieving better environmental planning and protection and in adoption of sustainable practices.
* Assess a range of options for regional representation for the Greater Brisbane area, consult and work with groups in the area to test their preferences, and propose an appropriate model for longer term regional leadership, coordination and support.

Selection Criteria

* Demonstrated concern for the protection and conservation of the environment.
* Demonstrated experience in facilitating collaborative work between different organisations.
* Demonstrated experience or skills in consultation, capacity-building and problem-solving.
* Demonstrated experience in advocacy on environmental or social justice issues.
* Excellent written and verbal communication skills, including the ability to communicate with a diverse range of people, conduct meetings and workshops, and develop information packages, using the full range of communication technologies.
* A good understanding of the Greater Brisbane conservation and sustainability sector and its current issues, or a capacity to rapidly develop this.
* Ability to work independently and as part of a team, both within QCC and with other groups.

**How to apply:**

QCC aims to be as diverse as the country we are trying to protect and is an equal opportunity employer.

To apply, please email your application to [chair@qldconservation.org.au](mailto:chair@qldconservation.org.au) with “Greater Brisbane Groups Project Coordinator” in the subject line. Applications should be received by 11.59pm on Sunday 5th August.

Applications must include:

1. A letter addressing the selection criteria.

2. A summary curriculum vitae, including contact details for two referees.

For more information about QCC, visit our website: [www.qldconservation.org.au/](http://www.qldconservation.org.au/)

For more information about the position, contact: [admin@qldconservation.org.au](mailto:admin@qldconservation.org.au) or phone (07) 3846 7833.