

shire of Ashburton
reef to range

Ranger East

Paraburdoo

Application Package
January 2022

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ABOUT THE ROLE

Advert

Ranger-East

Residential – Paraburdoo

Full time, Ongoing

Starting salary \$79,890.71 p.a.

Negotiable, dependent on skills and experience.

An exciting opportunity exists for a full time Ranger to join our experienced Rangers Services team at the Shire of Ashburton. Reporting to the Senior Ranger, this position is responsible for ensuring effective and efficient administration and enforcement of Local Laws, Acts, Regulations and Council Policies that fall within the jurisdiction of Ranger Services all while fostering a culture of voluntary compliance within the community and undertaking community education and support.

Our ideal candidate will have the required qualifications, experience in a similar role, as well as knowledge of animal handling techniques and firearms' safety and handling principles, along with the ability to work autonomously. Previous experience undertaking this type of role within a small community will also be highly regarded.

You will be an effective communicator with exceptional negotiation skills and the ability to deal with sensitive matters. Having experience and exposure to emergency planning and community safety will also be highly regarded.

We are offering a competitive remuneration package including superannuation matching, annual allowances, and six weeks annual leave. All terms and conditions are as per the *Shire of Ashburton Enterprise Agreement 2017*.

For further information regarding this exciting opportunity, please contact Kyle Cameron, Coordinator Ranger Services, on 0457 000 283.

Applications must be submitted online via the Shire of Ashburton website: www.ashburton.wa.gov.au by **9:00 AM Friday, 28 January 2022**.

Please note: Shortlisting may commence immediately.

The Shire of Ashburton is committed to diversity and strongly encourages candidates from different cultural, gender and age backgrounds to apply.

Please Note: Canvassing of Councillors or Shire Employees will disqualify. The successful applicant is required to obtain relevant police checks, and to provide evidence of all claimed qualifications prior to commencing employment.

Position Description

Ranger	
Position Number	JA.27 Onslow; JA 26 Paraburdoo.
Directorate	People and Place
Department	Ranger Services
Job Family	Officer
Reports To	Coordinator Ranger Services
Direct Reports	N/A
Location	Various Shire locations
Industrial Instrument	Shire of Ashburton Enterprise Agreement 2017
Classification	Level 4

Vision

To contribute to the social, economic, and environmental prosperity of the Shire of Ashburton by providing in alliance with others, strong community leadership, advocacy, and cost-effective facilities and services.

Values

Respect Openness Teamwork Leadership Excellence Health and Wellbeing

About the Role

Role Objective/Purpose

Responsible for enforcement and compliance of the Shire of Ashburton local laws, specific Acts and Regulations and Council policies, and assists with emergency management practices (when required), to ensure community safety.

Key Role Outcomes

Ensure the provision of effective, timely, and compliant ranger services for the Shire, examples of which includes, among other things:

- Enforce ranger policies, programs and strategies, ensuring compliance with all relevant legislation;
- Conduct regular patrols of local areas;
- Liaise with and respond directly to public enquiries and concerns and conduct investigations and interviews in accordance with legislative requirements;

- Organise and provide relevant communication, education or advice to members of the public and local community groups;
- Provide community support, educational programs, advice and information on activities relating to emergency management and ranger services;
- Prepare documents for court proceedings and provide evidence as an authorised officer;
- Administrative duties;
- Pound facility duties and
- After hours call outs as required.

Ensure, always the safety of all staff, contractors and community members interacting with the work undertaken in the role, including the safe operation of wider ranger services activities.

Work Duties

The position description does not act to limit or set specific duties required to fulfil this role, this document serves to describe the role and outline the required outcomes and to set expectations. All employees are required to have a flexible approach to their work, including undertaking work duties which may fall outside those required of this role. All employees must comply with reasonable and lawful directions.

Core Competencies

The following competencies are required of **all roles** within the Shire and are ranked to reflect differing levels of responsibility. These competencies reflect the Shire's Values of Respect, Openness, Teamwork, Leadership, Excellence and Health and Wellbeing which apply at all times, to all staff, in all roles.

Competency	Required Level
Health and Safety	Advanced: Develops Job Safety Analysis, Safe Work Method Statements and other safety procedures for own work area and related work areas. Train and coach others in safety procedures. At all times acts in accordance with the principles identified in the Local Government Act and State and Federal legislation.
Accountability	Advanced: Manages and plans own work, but may perform work under limited supervision or direction. Work projects may be managed by more senior decision makers. Implements tools to keep track of a wide range of tasks, priorities and due dates. May supervise or direct work of others in a single business unit. Given broad direction and limited guidance with performance measured against objectives.
Judgement and Decision Making	Advanced: Decisions will involve technical areas of complexity requiring consideration of multiple options. Judgement is applied to design, test, analyse, review or develop complex systems, procedures, equipment or processes.
Time Management	Proficient: Able to prioritise and put in place method of work to achieve multiple high priority deadlines and tasks for self and others.

Customer Service	Proficient: Effectively communicate with and influence clients and members of the public in the resolution of various matters within area of specialisation or expertise. The employee will reflect and always demonstrate the code of conduct of the organisation, its values and work with the highest level of integrity.
Financial Management	Fundamental: Adhere to set budgets in purchasing. May provide some general feedback in respect to costs and spending derived from operational responsibilities.
Leadership	Intermediate: Required to influence and lead a small team or functional area. Leadership by oversight, supervision and participation.
Role Specific Competencies These are the specific competencies required of the role.	
Competency	Required Level
Problem Solving	Proficient: Solve problems requiring an assessment of a range of options with elements of complexity, and may impact beyond the immediate work area. Problem solving of varied, new and unique problems is frequent. Solve problems in accordance with management directives, policies of Council and legislative requirements.
Policy or Legislative Interpretation	Advanced: Require a conceptual understanding of policy and interpretation in the application of policy or precedent.
Conflict Resolution	Highly Proficient: Able to identify potential conflict ahead of time and put strategies in place to prevent conflict occurring between stakeholders, or to resolve conflict where there is seemingly little common ground.
Communications Skills	Advanced: Ability to write papers, presentations and other forms of written communication to suit a variety of audiences. Language will include more industry specific terminology. Able to participate in specialised discussions to resolve issues. Documents are expected to be formatted to a professional level.
Equipment Operation	Advanced: Operates specialised equipment which requires an appropriate licence and specific training.
Report Writing	Advanced: Research, develop, and write detailed and non-standard reports in their field of expertise. Contribute to, or write subject to review, reports to Council or external regulatory authorities.
Administration Skills	Advanced: Able to set up administrative processes, including record keeping, filing, and tracking systems and train others in the use of these processes and systems.

Policy and Procedure Development	Advanced: Establish sectional / department procedures. Provide advice on policy matters and contribute to their development.

Licenses, Registrations, Memberships or Qualifications Required of Role

- Minimum C Class Drivers Licence;
- Current National Police Clearance (dated within 6 months of commencement); and
- Previous experience with Firearms desirable.

Experience Skills, Knowledge Required of Role

- Relevant experience in animal handling role (or similar);
 - Desirable – previous experience in emergency management role (including in volunteer capacity); and
 - Proven verbal and written communication skills, with ability to influence.
-

Employment Conditions & Benefits

CONDITIONS

Employment conditions are in accordance with the *Shire of Ashburton Enterprise Agreement 2017 (EA)*.

ALLOWANCES

Ashburton, Annual Leave Travel and Health & Wellbeing allowances are applicable as per the *EA*.

Ashburton Allowance	\$4,304.66
Annual Leave Travel Allowance	\$968.55
Health & Wellbeing Allowance	\$269.04

Other benefits may include professional memberships, private usage of a fully maintained Shire vehicle, provision of a mobile phone, tablet and/or laptop, flexibility in working arrangements as well as travel, training, and personal development opportunities.

SUPERANNUATION

Along with 10.0% Superannuation guarantee, we offer a generous Superannuation matching scheme (up to a total of 22% and 25% after 2 years), with salary sacrifice options.

ANNUAL LEAVE

Six (6) weeks annual leave per annum with no additional leave loading applicable.

LONG SERVICE LEAVE

Thirteen (13) weeks after ten (10) years continuous Local Government service which is transferable between Local Governments in Western Australia.

ACCOMMODATION

Under the current Accommodation Directive, all full time and part time employees are able to apply for either free Shire accommodation or rent relief, pending eligibility and availability.

UNIFORM AND PPE

Corporate uniforms are provided as per the *EA*. Uniforms considered PPE will be provided upon commencement and will be replaced as required.

What do you need to do before expression of interest?

COVERING LETTER

The covering letter should include the title of the position you are applying for, as well as the position reference number. You should explain why you are applying for the position, outline the relevance of your skills and how you may be contacted during normal business hours, should you be progressed to the next stage of the recruitment process.

RESUME

Your resume should be up to date and provide personal details such as your name, address, and telephone number as well as relevant work history, education, training, courses attended, qualifications and professional memberships. Relevant work history should commence with the most recent position you have held as well as the dates/period of employment. In the description of your work history give only a brief summary of the duties and responsibilities for each of the positions.

REFEREES

You should include in the resume the names and contact numbers of at least two (2) recent referees. It is our preference to contact referees from positions you've held which are related to the role you're applying for, if viable. At least one referee should be your current manager, alternatively a manager from a previous position may be used.

SUBMITTING YOUR APPLICATION

Please apply by clicking 'Apply' on the job ad on our website: www.ashburton.wa.gov.au

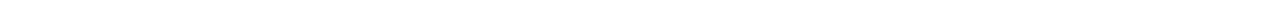
NEXT STEPS

Once you have submitted your expression of interest you should start thinking about the next steps of the recruitment process and gather documentation to address the mandatory requirements for the role, this will include:

- 100 points of ID;
- National Police Clearance;
- Current Driver's Licence; and
- Required qualifications, tickets, or other licences.

You may also be required to undergo pre-employment checks such as psychometric testing, medical assessments and drug and alcohol screening – ensure you have documentation or evidence of any medical conditions or medication prior to medical testing being conducted.

ABOUT THE SHIRE OF ASHBURTON



TOM PRICE

Some 747m above sea level, Tom Price is the highest town in Western Australia commonly referred to as the 'Top Town in WA'. It is a modern, fully serviced town, and is an ideal base for exploring the wonders of Karijini National Park which is just an hour away.

The town offers unique opportunities such as mine site tours, canyoning tours to the gorges, and a large variety of natural attractions including Mt Nameless/Jarndunmunha, Aboriginal carvings, local water holes and parks. Millstream Chichester National Park is also just a few hours away from Tom Price – Python Pool is a must!

From Tom Price you can experience everything that's makes the Pilbara so epic, not just the national parks, but WA's tallest mountains which are waiting to be conquered! Be ready to be amazed by vast red landscapes, the greatest sunrises, and sunsets you'll ever see, not to mention the clearest skies – perfect for stargazing. Tom Price is home of great events like the Karijini Experience (April) and the Nameless Jarndunmunha Festival (August). It's definitely the best home base for adventure!

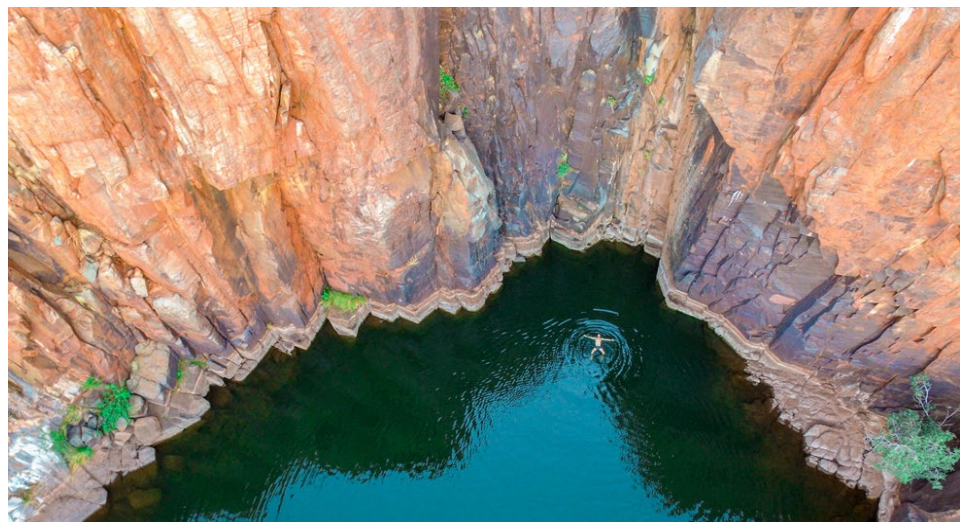


Left:

Canyoning in Karijini National Park

Right:

Python Pool, Millstream Chichester National Park



There is also a great community spirit in Tom Price with over 70 active community groups and sporting clubs. There's everything you may need in town, or you can go sightseeing, spider walking through the gorges, swimming at Hamersley Gorge or Fern Pool and generally experience what Karijini and the Pilbara have to offer while you're here – it's worth it! Tom Price is also only half a day's drive to the magnificent Ningaloo Coast. What more can you ask for?



Mount Nameless/Jarndunmunha

Tom Price's most notable landmark is definitely the majestic Mt Nameless/Jarndunmunha. Jarndunmunha is culturally important to Eastern Garuma people and is associated with a sacred narrative that describes the activities of two girls and their dingo who travelled up the hill. The two girls turned to stone on the mountain. The song for Jarndunmunha is still sung by Eastern Garuma Elders and Traditional owners. Jarndunmunha, the mountain is located approximately 4kms from town and 1128m above sea level.

It is the highest accessible peak by vehicle in Western Australia and offers spectacular panoramic views of the township, Rio Tinto Iron Ore Mine, and the surrounding ranges. The drive is approximately 30 minutes and is accessible by 4WD only. A challenging walk from the base of the mountain is approximately a 1 - 3 hour return hike, depending on fitness levels.

Tom Price has a variety of business facilities including a post office, a hospital, chemist, mechanics, hairdressers, supermarket, boarding kennels, home hardware store, home appliance store and a choice of eateries.

ONSLOW



Onslow is the oldest town in the Shire of Ashburton and offers a variety of other scenic and historical attractions in the town and nearby, such as the Heritage Trail, Ian Blair Memorial Walkway, ANZAC Memorial, Four Mile Beach, Termite Mound Viewing Area, Bobby's Tree, Good Shed Museum and Staircase to the Moon. Of course, there are also fishing and crabbing opportunities. Onslow is also the gateway to the magnificent Mackerel Islands, and is within a few hours' drive of Coral Bay, Exmouth, and the Ningaloo Reef.

In recent years Onslow has become a hub of major industrial activity focused on natural resource extraction and is home to large scale projects such as Wheatstone LNG, Macedon Gas, Onslow Salt, the Onslow Marine Support Base, and the Shire's own Class IV Waste Management Facility which is currently in developmental stages. The town also boasts a modern airport which provides direct flights to and from Perth.

Onslow also hosts a range on new recreational facilities, catering to the sports and social needs of the community:

Onslow Aquatic Centre, consisting of a six lane 25m pool with an additional freeform beach entry area. The centre has a fully retractable shaded pool and lawn area, a kiosk to purchase hot food, snacks and cold drinks, a pro-shop full of swim training equipment. The perfect place to host a birthday party with free pool toys for entertainment and large inflatables for hire.

Multi-Purpose Complex, including a full-size sports gymnasium, as well as basketball, indoor soccer, netball, badminton, and volleyball courts.

Tennis Courts, managed by the Onslow Sports Club where keys can be obtained. The lights are operated by a coin box. There is one synthetic and one paved court.

Onslow Community Garden, a thriving garden in the centre of town which enables residents and visitors to share the pleasure of outdoor activity, wholesome food, and community spirit. Complete with BBQ facilities and a wood fired pizza oven, the garden hosts regular community events.



The other Shire towns...

PARABURDOO

Paraburdoo is a 40-year-old purpose-built mining town that lies on the desert fringe of the Hamersley Ranges.

It is renowned for its beautiful scenery, wildlife diversity and interesting short European history. Palm Springs is a permanent water source with exceptional bird watching. It is a Heritage Site for the Innawonga People, located 50km north along Paraburdoo Tom Price Road. Kelly's Pool is 8kms out of town and the local year-round water hole with picnic facilities. Paraburdoo is also where the Pilbara regions beloved 'Red Dog' was born.

PANNAWONICA

Pannawonica is a purpose-built mining town, constructed in 1970 and is one of few 'closed mining towns' in WA, a term used by mining companies to describe towns where facilities are limited for visitors and accommodation is reserved for mining staff. The town ultimately provides a home for Rio Tinto employees and their families, working out of the Pannawonica mine site. The smallest town in the Shire of Ashburton, with just under 700 residents, the quaint desert town offers a great home base for adventure!

Millstream Chichester National Park is just 100km down the road from Pannawonica – Python Pool is a must.
