

# Project Manager, Connected Corridors for Biodiversity

## Information for Applicants



**Australian Government**



*Connected Corridors for Biodiversity is supported by Sydney Coastal Councils Group through funding from the Australian Government*

The Southern Sydney Regional Organisation of Councils (SSROC) is an association of 16 councils in the southern areas of Sydney. SSROC has been awarded funding by the Sydney Coastal Councils Group from the Australian Government for its Connected Corridors for Biodiversity project. As a result a skilled Project Manager is being sought to join our innovative, family-friendly organisation on a part-time contract basis for a period to the end of 2016.

The position will be responsible for managing the project, engaging with multiple stakeholders, taking guidance from a panel of experts, and ensuring that high quality project deliverables are produced on time and within budget. The successful candidate will be diligent and self-motivated with experience in project management and local government, and will have exceptional communication skills.

Information package from [www.ssroc.nsw.gov.au](http://www.ssroc.nsw.gov.au), (02) 8396 3800 or [ssroc@ssroc.nsw.gov.au](mailto:ssroc@ssroc.nsw.gov.au). Email applications to [ssroc@ssroc.nsw.gov.au](mailto:ssroc@ssroc.nsw.gov.au). Closing date is 2pm on Monday 22 February 2016.

# Project Manager, Connected Corridors for Biodiversity

## Position Description and Person Specification



Australian Government



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### POSITION DETAILS

<b>Position Title:</b>	Project Manager, Connected Corridors for Biodiversity
<b>Reports To:</b>	Program Manager
<b>Direct Reports:</b>	None
<b>Location:</b>	SSROC Office, Redfern
<b>Date of Review:</b>	30/4/16

### POSITION OBJECTIVES

The Southern Sydney Regional Organisation of Councils (SSROC) is an association of 16 councils covering the southern areas of Sydney. One of SSROC's fundamental tasks is the project management of collaborative projects involving multiple member councils.

SSROC has been awarded grant funding for its Connected Corridors for Biodiversity project under the Sydney's Salty Communities program, supported by the Sydney Coastal Councils Group (SCCG) through funding from the Australian Government.

The project aims to collate existing mapping of habitat corridors, consolidate it into one GIS layer, and identify opportunities for connectivity and contiguity across Council boundaries. This mapping layer is to be supported with a summary of existing tools and programs and incentives to promote conservation on privately owned land. The extent of the mapping will be the 23 Councils within the SCCG and SSROC areas. The mapping will be used to enable the connection of areas of remnant native vegetation with high conservation values, by extending across Council boundaries and land tenures and to provide long-term protection to these high priority areas.

To achieve the objectives of Connected Corridors for Biodiversity, there is a need to expand the internal project management capacity of SSROC's secretariat. To this end a talented and motivated individual is sought to join our team on a part-time contract basis.

This position will be responsible for planning and managing the delivery of the Connected Corridors for Biodiversity project. The project steering committee and a reference panel including experts from CSIRO and Macquarie University will support the Project Manager.

The objectives of the position are to achieve this aim by:

- gathering existing mapping and consolidating the maps into a single GIS layer,
- working with council officers to identify at least 23 potential vegetation linkages,
- communicating the project aims to stakeholders and winning their commitment to the project.

## DUTIES

The Project Manager will ensure that the project is completed on time and within budget, that the project's objectives are met. This will require the Project Manager to work with 23 councils to ensure the desired result is efficiently achieved. Excellent communication, interpersonal and facilitation skills are critical to the role.

Responsibilities include:

- all aspects of project management,
- understanding and communicating the project objectives,
- Liaising and working with council officers to obtain their Council's commitment to the project, and to source the required mapping data
- consolidating the maps into a single GIS layer (the project has a limited budget for a GIS resource or consultancy),
- working with stakeholders to identify potential vegetation linkages.

## PERSON SPECIFICATION:

**The successful candidate will have proven experience in:**

- Project management
- Stakeholder Engagement
- 1. Local government

**Excellent skills in:**

- Communication, written and verbal
- Interpersonal skills
- 2. Motivating people

**and knowledge of:**

The implications of climate change for the southern Sydney region.

Geographical Information Systems and/or mapping.

Knowledge of biodiversity and the ecological importance of habitat will be favourably received.

## REPORTING RELATIONSHIPS:

- The position will be required to report to the project steering committee, and on a day-to-day basis to the SSROC Program Manager.
- Work plan and performance measures in line with the project objectives.
- The successful candidate will be expected to:
  - work independently to manage the project,
  - establish effective working relationships with relevant staff in member councils,
  - establish effective working relationships with key decision makers in relevant State Government agencies and other relevant organizations, and
  - present to relevant SSROC professional groups (e.g. Environmental Management Group, Planners Group) and the Sydney Coastal Council Technical Committee and Full Group as required.

**SALARY AND BENEFITS**

**Remuneration Package:** Total budget \$65,000 for the following deliverables by the end of 2016:

1. relevant mapping data from 23 councils
2. a consolidated mapping layer (with a GIS officer)
3. report of existing mechanisms to promote conservation on privately owned land
4. definition of “corridor” and requirements
5. template business justification for a biodiversity corridor
6. good practice guide for implementing habitat corridors within LEPs/DCPs
7. good practice guide for community engagement/incentive programs

Payment schedule will be agreed with the successful applicant.


**Employment Term:** 12-month contract.

**Employment Conditions:** Part-time (estimated 2 days/week)

SSROC is professional, innovative and family friendly, offering flexibility in hours of work.

**APPROVAL**

**Approved by General  
Manager:**

 pp Namoi Dougall

**Date:** 29 January 2016