

Guide to Applicants

NQ Dry Tropics is seeking a **Climate Adaptation Coordinator** to be based in **Townsville**.

Droughts and other natural hazards are enduring features of the Australian landscape and cause significant economic, social and environmental impacts. Climate projections for much of Northern Australia forecast an increase in the frequency and severity of extreme weather events and an uncertain long-term climatic outlook.

The successful candidate will play a key role strengthening the resilience of primary producers and agricultural communities across the Burdekin region.

They will liaise with universities, climate and industry experts, and agricultural extension staff, to help ensure farmers, Traditional Owners and communities across the Burdekin region can access the most relevant knowledge to help improve drought and climate resilience.

Selected benefits of working at NQ Dry Tropics:

- 14.5% employer superannuation contributions (3% above the superannuation guarantee).
- Five weeks of annual leave and 17.5% leave loading.
- Paid parental leave.
- Professional development opportunities — equivalent to 5% of your annual salary (in addition to regular training relevant to the role).
- Flexible working arrangements.
- Supportive team environment.
- Employee wellbeing program, which includes the following benefits:
 - Confidential employee assistance program
 - Annual flu vaccinations.
 - Q fever screening and vaccination.
 - Annual skin cancer checks.

Selection Criteria

1. **Communication, collaboration and interpersonal skills:** Demonstrated high-level communication and interpersonal skills, with a strong track record of maintaining and developing effective relationships with a diverse range of stakeholders including landholders, Traditional Owners, researchers, government agencies, university and internal staff.
2. **Project management skills:** Demonstrated high-level organisational skills, including the ability to prioritise work activities in a demanding environment to meet time-sensitive milestones within budget for multiple projects.
3. **Adaptability and problem-solving:** Ability to think creatively, and identify issues and solutions to expedite climate-ready land management practices, and add value to existing projects.
4. **Technical knowledge and analytical skills:** Demonstrated experience in agriculture (particularly the grazing industry), natural resource management or a closely-related field with the analytical skills to identify key gaps and opportunities

How to Apply

Please include the following documents in your application:

1. A cover letter introducing yourself and outlining why you are a suitable candidate for this position (show your personality, include an interesting fact about yourself)
2. A document that clearly and succinctly addresses how your experience and skills meet the selection criteria
3. A current resume.

Applicants who do not include all of the above in their application will not be considered.

Send your application to careers@ngdrytropics.com.au or PO Box 1466, Townsville, Qld, 4810. If you have any further enquiries regarding this position please contact Donna Turner on 07 4799 3500 or via email on careers@ngdrytropics.com.au.

Applications close at 5.00pm Monday 17/02/2025

We acknowledge the Traditional Owners and custodians of the Country on which we live, learn and work. We pay our respect to elders past and present.

Position Description

Position Title:	Climate Adaptation Coordinator
Location:	Townsville
Reports To:	NRM Strategy & Partnerships Manager
Supervisory Responsibilities:	This role supervises project officers.
Tenure:	Permanent
Base Salary Range:	Band 4 \$99,616 - \$116,536 per annum

Position Summary:

Droughts and other natural hazards are enduring features of the Australian landscape and cause significant economic, social and environmental impacts. Climate projections for much of Northern Australia forecast an increase in the frequency and severity of extreme weather events and an uncertain long-term climatic outlook.

The successful candidate will play a key role strengthening the resilience of primary producers and agricultural communities across the Burdekin region.

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Duties & Responsibilities:

- Work with internal and external experts to coordinate, deliver and add value to a range of projects improving:
 - knowledge of applied climate and seasonal forecasting relevant to industry;
 - Traditional Owner governance and access to country;
 - rangeland fire use efficiency; and
 - knowledge of opportunities in carbon and biodiversity markets.
- Project manage the Virtually Fencing Free project, a long-term trial of drought resilient farming practices using virtual fencing systems to optimise long-term production and environmental outcomes.
- Supervise Project Officers to support delivery of multiple projects, including the Virtually Fencing Free project, Northern Australia Climate Program and TNQ Drought Hub activities.
- Support the extension of drought and climate adaptation strategies through field staff, communications and engagement networks.
- Expand current activities through leveraged opportunities and applications for supplementary funding supporting and integrating with existing programs.
- Regularly connect with key regional and national partners to share key findings, risks, knowledge and opportunities.
- Lead delivery of monitoring, evaluation, reporting and communications activities for a range of projects.
- Actively collaborate with other teams within NQ Dry Tropics to build drought and climate adaptation capacity.
- Identify and capture the needs of Traditional Owners, producers and agricultural community groups, and support

the development of regionally-aligned project plans and grant applications.

- Coordinate and participate in specific drought resilience activities and projects, including engaging with landholders, Traditional Owners and other stakeholders to deliver targeted climate resilience outcomes in the Burdekin Region.
- Manage the delivery of commitments and activities as part of the TNQ Drought Hub, including managing an operational budget and reporting progress to the TNQ Hub Knowledge Broker.
- Proactively identify and help generate communication and education and materials.
- Identify and coordinate opportunities for NQ Dry Tropics to collaborate on regionally relevant TNQ drought hub activities.
- Commit to NQ Dry Tropics' values and expected behaviours.
- Other duties which build regional and organisational resilience.

Requirements for the Role:

- Tertiary qualifications in Agricultural Science, Natural Resource Management, Environmental Science or equivalent relevant work experience and vocational or industry education/training.
- Passion for supporting communities to be more climate resilient.
- Practical experience in drought and climate adaptation, especially in the agriculture sector and/or policy/strategy/planning processes will be highly regarded.
- In addition, the applicant should:
 - be prepared to work outside normal business hours/days when required and to travel occasional short periods of time away from home;
 - possess a current 'C' class driver's licence; and
 - have a good working knowledge of the Microsoft Office and Google suite of products.

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Acknowledgement		
	Employee	Manager
Signature:		
Name:		
Position:	Drought and Climate Adaptation Coordinator	NRM Strategy & Partnerships Manager
Date:		