

**Landscape Connections Trust  
Halo Project  
Field Officer Position  
Short-term contract**

## **Job Description**

<b>Job Title:</b>	The Halo Project - Field Officer
<b>Reports To:</b>	Beyond Orokonui Project Manager.
<b>Supervising:</b>	Volunteers and other project personnel
<b>Contract period:</b>	November 2016 – March 2017.
<b>Workload:</b>	35 days, averaging 2 days / week outside of key christmas holiday periods.

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## **Background**

The Halo Project is a community-initiated approach to multi-species predator control across a 3900-hectare landscape surrounding Orokonui Ecosanctuary. This is one of the three current priority projects of the wider Beyond Orokonui project. The Halo Project has recently been through a robust planning and consultation process and is soon to be implemented. Community enthusiasm is high, with many individuals and groups eager to get started on predator control operations.

The Landscape Connections Trust (LCT) is seeking a suitably qualified, experienced and enthusiastic person for a short-term contract to initiate the Halo Project on the ground. This will primarily involve initiating predator management programmes with community groups and landowners, as well as helping to develop systems to enable a functional and well-managed Halo Project.

This contract is for a short-term, reflecting its status as a trial position. The LCT is currently seeking funding to enable the continuation of this position. Future job positions, beyond the term of this contract, will have a separate appointment process.

In the future, it is expected that Halo Project staff / contractors will work from a shared office, with all necessary infrastructure on site. However, the nature of this short-term position requires greater autonomy from the contracted Field Officer.

### **Primary Contract Objectives:**

To effectively manage operations which advance the vision and objectives of the Halo Project. The primary focus is on pest control projects within the Inner Halo project area.

### **Key Responsibilities:**

1. Lead, motivate and involve the wider “Halo community” including urban residents, landowners, volunteers and other individuals and groups to achieve the primary objectives
2. Manage health and safety and legal issues across all Halo Project activities, ensuring compliance with health and safety legislation, policies, and contractual and legal requirements during Project implementation
3. Implement specific predator trapping and baiting operations on sites, both on public and private land, in accordance with the priorities of the Halo Pest Management Plan.
4. Plan, supervise and assist volunteer-enabled pest management within the Inner Halo project area, ensuring volunteers are completing pest management tasks to a high quality standard, and in a safe and enjoyable manner.
5. Work with private landowners, both rural and urban, to initiate and implement predator control operations, working towards complete coverage of operations across the project area.
6. Manage all infrastructure necessary (eg. traps, monitoring equipment) for Halo Project operations
7. Contribute to annual planning and budgeting as requested by LCT.
8. Produce relevant and timely reports for LCT, funders and other parties with such frequency as required
9. Manage Halo Project communications with the public in conjunction with the Beyond Orokonui Project Manager and LCT Chair.
10. Assess operational procedures, standards and systems and make recommendations for improvements
11. Undertake other duties as may reasonably be required within the scope of this document to achieve the primary objectives of the Halo Project.

## Functional Relationships

The Field Officer will need to develop and maintain links with:

### *Within LCT:*

- Project Manager – Beyond Orokonui.
- Trustees of the Board, in particular the Chair

### *Outside the organisation:*

- Halo Project landowners
- Halo Project residents
- OSPRI
- Otago Natural History Trust / Orokonui Ecosanctuary

## Outcomes

Through meeting these responsibilities, the Field Officer will be expected to help achieve the objects of the LCT:

- enhance the biodiversity of the Beyond Orokonui project area
- consult with and involve local residents and organisations
- plan and implement pest eradication and control projects in partnership with landowners
- use technologies that are friendly to people and pets, and do not harm non-target species
- promote knowledge and interest in biodiversity in the project area, by meetings and publications of an educational nature
- facilitate and support community participation in the Halo Project
- monitor projects to ensure their effectiveness

## Person Specification

The following attributes and experience are sought for this contract position:

### *Knowledge*

- Strong knowledge of predator control management, tools and techniques for effective control.
- Knowledge of workplace health and safety requirements
- Good knowledge of biodiversity and conservation management.

### *Qualifications*

- A relevant tertiary degree may be an advantage
- A driver's licence is essential
- A Level 2 First Aid Certificate is required. This can be obtained after securing the contract.

### *Experience*

- Experience in managing field / conservation operations
- Strong outdoor safety skills.
- Experience in project management

### *Skills*

- Strong inter-personal skills, with an ability to communicate to a diverse audience.
- Excellent verbal and written communication skills
- Ability to lead, train, supervise and motivate people
- Ability to analyse and assess processes and prepare business and operational plans
- Competent computer skills with strengths in Excel and Word

### *Special Attributes*

- Ability to negotiate and advocate in a constructive manner
- Willingness to work outside normal hours as reasonably required to fulfil the responsibilities of the position
- Strongly autonomous and able to meet strict deadlines with minimal supervision

## **Expected contract timeframes**

**Contract start date:** 14 November 2016

**Expected completion date:** 14 March 2017.

It is expected that, during the term of contract, the appointed contractor will spend 35 days working on the Halo Project, with an average of 2 days / week on the project outside of the Christmas holiday period.

Given the short-term nature of this contract, and the time of the year within which it is occurring, the hours and structure of this contract are flexible and can be negotiated.

The proposed contract rate is \$32 / hour. All usual office and overhead costs will need to be provided the appointed contractor. The appointed contractor will be required to provide their own vehicle and pay for the associated running costs.

## **Interested?**

If you think you have the relevant experience to undertake this role and would like to know more please contact us at [landscapeconnectionstrust@gmail.com](mailto:landscapeconnectionstrust@gmail.com).

Applicants must send a cover letter and CV with references to [landscapeconnectionstrust@gmail.com](mailto:landscapeconnectionstrust@gmail.com) by **5:00 pm 4<sup>th</sup> November, 2016**.



If you have any questions please contact:

Rhys Millar. Beyond Orokonui Project Manager. [rhysmillar@inspire.net.nz](mailto:rhysmillar@inspire.net.nz) or

Jinty MacTavish. Chair – Landscape Connections Trust. [jintymactavish@gmail.com](mailto:jintymactavish@gmail.com)

## **Background Information.**

### **What is Beyond Orokonui?**

Beyond Orokonui is a project aiming to restore and enhance 55,000 ha of landscape around Orokonui Ecosanctuary and up Dunedin's north coast.

The Beyond Orokonui project started in 2014 with the collection of baseline ecological information, a community forum, and the development of a Community Management Strategy. The baseline ecological information including the compilation of an inventory of biodiversity values that exist within the project area, and a fine-scale vegetation map which identifies the various habitats across the full extent of the project area. Concurrently, we have worked with dedicated voluntary ornithologists from Birds NZ to complete bird counts across the project area. This work will help us to increase our understanding of bird's habitat preferences.

Community conversations started by establishing a vision and goals for the project – you can check these out on the website, over at [www.beyondorokonui.org.nz](http://www.beyondorokonui.org.nz)

### **Who is the Landscape Connections Trust?**

LCT is an incorporated charitable trust, first established in 2009. LCT's mission is to create healthy landscapes that support resilient communities, and is supported by a range of more specific objectives – you can read these in the Trust Deed, over at [www.beyondorokonui.org.nz](http://www.beyondorokonui.org.nz). While the trust's mission and objectives aren't geographically limited, the two projects that LCT has initiated have both happened here in Otago.