

POSITION DESCRIPTION

JOB TITLE:	CMA PARTNERSHIPS OFFICER
LOCATION:	Warrnambool, Victoria
TERM:	1.0 FTE 16 months full-time
SALARY:	\$65,000 - \$70,000 per annum
REPORTS TO:	Healthy Country Manager

THE ORGANISATION

The Eastern Maar Aboriginal Corporation (EMAC) is a Registered Native Title Prescribed Body Corporate (RNTBC) established under the Native Title Act 1993 (Cth) and registered as a corporation under the Corporations (Aboriginal and Torres Strait Islanders) Act 2006 (CATSI Act).

EMAC was established in 2011 following a positive Native Title consent determination by the Federal Court. This determination granted rights over an area known as PART B, spanning from Deen Maar (Lady Julia Percy Island) in the south to Dunkeld in the north. It is shared with the Western Gunditjmarra Native Title Holders, represented by the Gunditj Mirring Traditional Owners Aboriginal Corporation.

In March 2023, a second positive Native Title Determination expanded EMAC's jurisdiction, covering an extended area from Yambuk to Aireys Inlet in the southwest, reaching Middle Creek and Ararat in the north, and returning south to Dunkeld.

Eastern Maar peoples are those descendants, including by adoption, of the following persons:

- King of Port Fairy and Eliza; Old Jack (father of John Dawson); Charlie and Alice (parents of Albert Austin); Samuel Robinson and Mary Caramut; Lizzie (mother of Frank Clarke); Robert and Lucy (parents of Alice Dixon); Barney Minimalk; Nellie Whiturboin; Louisa (mother of William Rawlings) and Richard Sharp;

and who:

- either identify as being from the eastern domain of the Maar-speaking people and are recognised as being from the eastern domain by the Eastern Maar people;
- or otherwise identify as Maar, Gunditjmarra, Tjap Wurrung, Peek Whurrung, Keeray Wooroong (Kirrae Whurrung), Kuurn Kopan Noot, Yarro Waetch (Tooram Tribe), Djargurd Wurrung, Gulidjan and/or Gadubanud and are recognised as being from the eastern domain by the Eastern Maar peoples.

EMAC is a formally recognized Registered Aboriginal Party (RAP) responsible for protecting and managing Cultural Heritage. The RAP boundaries extend beyond the Native Title-recognized boundaries, including Winchelsea in the east and reaching the furthest point of Landsborough in the north.

As the representative body, EMAC advocates for the collective group, advancing their native title rights, protecting cultural heritage, providing policy advice, and leading key initiatives aligned with the rights, aspirations, and assertions of the EMAC community. They actively strive to enhance the cultural and economic capacity and independence of Eastern Maar citizens by pursuing and implementing their economic and social aspirations, notably through the Victorian Registered Aboriginal Party regime.

PURPOSE OF THIS POSITION

To facilitate and help grow the relationship between EMAC and two Catchment Management Authorities (CMAs): Glenelg Hopkins CMA and Corangamite CMA; to advance the interests of the Eastern Maar community and their ability to look after Biocultural Landscapes through improved working relationships with CMAs; to assist with the design and delivery of current and future partnership projects and activities; to support CMA's in the delivery of culturally safe projects and activities; and to facilitate communication between the organisations.

The CMA Partnerships Officer position, funded by Glenelg Hopkins CMA and Corangamite CMA, and employed by Eastern Maar Aboriginal Corporation (EMAC), will provide a first point of communication between EMAC and the CMAs.

KEY ROLES AND RESPONSIBILITIES

Key Activities:

- Facilitate regular engagement with CMAs and organise and facilitate meetings with EMAC and CMA staff
- Support the delivery of EMAC and CMA plans and strategies such as *Meerreengeeye Ngakeepoorryeeyt* (EMAC Country Plan), Regional Catchment Strategies, Waterway Strategies.
- Help EMAC increase understanding and awareness about the roles, functions and activities of the CMAs, and how they operate, and assist with the facilitation of cultural awareness training for CMA board and staff
- Identify opportunities for Eastern Maar Parreeyt Nation Statement objectives/ assertions to be realised through work with CMAs.
- Input into planning, design and development of projects and funding bids; or facilitation of EMAC input into the above.
- Identify opportunities for Eastern Maar Citizens to be involved in/ benefit from CMA activities
- Facilitation of/input into catchment and Biocultural Landscape level strategic planning
- Support reporting and milestone requirements for partnership projects
- Support/Facilitate activities in partnership projects
- Represent EMAC in project governance

General

- Provide statistical and management reports to meet organisational and statutory requirements.
- Be aware and adhere to The Privacy Act, OH & S Legislation and other relevant legislations.
- Be aware and adhere to EMAC Policy and Procedure manuals.
- Be aware and participate in staff performance reviews.
- Attend all mandatory training as required.



- Perform other duties as may be directed or implied from time to time.
- Ensure compliance with legal and contractual requirements of the corporation and Aboriginal Heritage Act 2006

KEY SELECTION CRITERIA

ESSENTIAL

- Demonstrated communication and interpersonal skills to engage with, influence and build and maintain relationships with stakeholders.
- Proven ability to show initiative, work collaboratively, prioritise work requirements, consult appropriately and respond to direction.

DESIRABLE

- Demonstrated understanding of the regulatory framework in which EMAC operates.
- Knowledge of Eastern Maar people, Country, culture, values, aspirations and customs and experience working with the Eastern Maar people, community and key organisations and stakeholder groups
- Experience working with Aboriginal people, including a demonstrated ability to communicate and engage sensitively and effectively with Traditional Owner led communities and organisations.

OTHER POSITION REQUIREMENTS

Offers of employment can only be made once all required probity checks have been completed. These include:

- reference checks.
- The appointment of the successful applicant will be made subject to a satisfactory national police history check. A clear Police Check must be conducted within the last three months.
- Acceptable evidence of their proof of immunisation/vaccination status.
- The incumbent requires the ability to travel regularly for work-related purposes. A current Victorian driver's licence is essential.
- Proficiency in the use of computer and telecommunications technology.
- A request to conduct probity checks does not guarantee that an offer of employment will be made.

WORKING FOR EASTERN MAAR ABORIGINAL CORPORATION

EMAC EMPLOYEE BENEFITS

- Hybrid working arrangements available.
- Paid Christmas break
- Employee Assistance Program
- Four weeks of annual leave
- Mentoring, learning and career development opportunities.



Eastern Maar
Aboriginal Corporation

EMAC WILL OFFER

- A friendly and supportive culture
- Work-life balance
- Opportunities for career progression
- Opportunity to experience various teams.
- Professional development opportunities

HOW TO APPLY

To apply please include in your application a CV/resume and cover letter that addresses why you are the best candidate for this position and how your background, experience and skills align with the Key Selection Criteria.

Please ensure your full name is on all attachments and email your application to Bansri Dave, bansri.dave@easternmaar.com.au

Closing date for applications: COB 30 September 2023

If you have any queries about the role, please email bansri.dave@easternmaar.com.au

Appointment of the successful applicant will be made subject to a satisfactory national police history check.

This is a designated position. Successful applicants must be able to provide evidence that they are of Aboriginal and/or Torres Strait Islanders descent; identify as an Aboriginal and/or Torres Strait Islander; and are accepted by their community as Aboriginal and/or Torres Strait Islander. The filling of this position is intended to constitute a special measure under section 8(1) of the Racial Discrimination Act 1975 (Cth), and s12 of the Equal Opportunity Act 2010 (Vic) and s8(4) of the Charter of Human Rights and Responsibilities Act 2006 (Vic).