

# IMPACT Community Services

## Position Description



**JOB CODE:** 04.005.02  
**JOB TITLE:** Conservation Trainee  
**PROGRAM/SECTION:** Training Services  
**REPORTS TO:** RTO Coordinator  
**AWARD:** Miscellaneous Award 2020  
**CLASSIFICATION:** National Training Wage, Level C (22 weeks)  
**PROBATIONARY PERIOD:** 3 months (monthly reviews undertaken during the training period)

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### Impact Commitment Statement

Our staff will actively contribute to the organisation's vision, mission, values, policies and procedures.

In return, our staff will enjoy making a difference in the community, working within a supportive team, with a strong commitment to learning and development; and appreciate significant employment benefits.

#### What is our vision?

Improving lives

#### What is our mission?

Building a caring and inclusive community through opportunities which empower people, increase individual choice, improve resilience and increase social and economic participation

#### What are our values?

What do we expect from our staff and what do our participants expect from us?

**Build trust in relationships** – Cultivate habits that build positive interactions and experiences with others

**Empower others** – Walk beside someone as they increase their autonomy, self-determination and decision-making capacity

**Be compassionate** – Strive to show kindness and a willingness to support others both in our organisation and in the communities in which we live

**Celebrate uniqueness** – Create a place that is built on dignity and respect and where everyone is welcome

**Work together** – Leverage collective genius to find new ways to think big, experiment and solve shared problems

**Create positive impact** – Use our commitment and drive to energise, engage and inspire others to achieve our shared vision

**Strive for excellence** – Pursue continuous growth, high performance and improvement

### OVERVIEW:

The Skilling Queenslanders for Work - Work Skills Conservation Project initiative provides participants with an opportunity to reconnect to the workforce, build a range of work-ready skills and support the reinvigoration of important environmental sites in the Bundaberg area.

The traineeship will aim to establish a current work history to support job search efforts, improve foundation skills, increase transferable work skills and provide linkages to the local labour market.

The traineeship is in Certificate 1 in Conservation and Ecosystem Management and employment will be for a period of 22 weeks.

IMPACT is a Child Safe Organisation and is committed to the safety and wellbeing of children and young people. All employees of IMPACT must follow the National Principles for Child Safe Organisations and all of IMPACT's internal policies and procedures in relation to safeguarding a child or young person

### MAIN DUTIES/RESPONSIBILITIES:

- Take reasonable care for personal health and safety and that of others in the workplace
- Plant trees and shrubs
- Undertake basic construction work including replacement of damaged timbers and repair of existing structures
- Use plant and equipment e.g. hoses, hand tools, high pressure washers
- Applying paint and other finishes
- Undertaking weed control activities
- Undertaking vegetation clearing and revegetation activities
- Construct and revitalise structures such as walking tracks, hand rails and timber steps
- Build furniture and fittings if required
- Complete theoretical components/assessment within Certificate 1 in Conservation and Land Management by attending training days and completing study requirements
- Undertake practical job search activities
- Participate in team building, motivation, goal setting, project planning and practical activities as required by the Team Supervisor
- Perform duties as requested under direction
- Undertake other duties as required within the project activities
- Actively job search to maximise employment opportunity for after the traineeship is completed
- Other duties as required, taking into consideration the experience and qualifications of the staff member and the level of the position, and including assisting with activities which are beneficial to the wider organization. Where Higher Duties apply the relevant Award will be followed.

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## CORE COMPETENCIES (QUALIFICATIONS, SKILLS AND EXPERIENCE)

### *Essential*

- Interest in conservation of the natural environment
- Interest in basic construction activities
- Willingness to participate in team activities
- Stamina to work outdoors
- Willingness to complete all requirements of a traineeship including theoretical components and Skilling Queenslanders for Work documentation

## LICENSING AND ADMINISTRATIVE REQUIREMENTS

***Please note that employment is subject to obtaining/holding all requirements listed below and that failure to comply may lead to termination of employment. These requirements must be maintained throughout the employment period.***

- Queensland Driver's Licence / C Class

### Acknowledgement

I have received, reviewed and fully understand the position description for Conservation Trainee. I further understand that I am responsible for the satisfactory execution of the essential functions described therein, under any and all conditions as described.

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PRINTED NAME

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SIGNATURE

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DATE