



## Position Description Nursery Officer

Directorate	Dalki Garringa Native Nursery
Reports to	Dalki Garringa Native Nursery Supervisors and Operations Manager
Location	Dalki Garringa Native Nursery, Wail
Classification	Casual, full-time or part-time as agreed, initial fixed-term contract
Hours	38 hours a week (1.0 FTE) or fewer as agreed, maximum 15 hours per week for casuals
Remuneration	Nursery Award 2020 Pay Category 1A
Date position description approved	27.09.2023

### Organisation overview

The Barengi Gadjin Land Council Aboriginal Corporation (BGLC) represents Traditional Owners from the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagulk Nations (WJJWJ Peoples), who were recognised in a 2005 Native Title Consent Determination, the first in south-eastern Australia.

We are the Prescribed Body Corporate for the WJJWJ Peoples claim area, as outlined in the Commonwealth *Native Title Act 1993* (NTA 1993), giving us legal authority and obligations to work on behalf of the WJJWJ Traditional Owners.

BGLC is also a Registered Aboriginal Party, as appointed by the Victorian Aboriginal Heritage Council, under the Victorian *Aboriginal Heritage Act 2006* (AHA 2006).



# DALKI GARRINGA

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In October 2022 BGLC, on behalf of the WJJWJ Peoples, entered into four Funding, Land and Natural Resource Agreements with the State of Victoria as part of an Expanded Settlement Package, recognising and giving effect to their Traditional Owner rights under the Victorian *Traditional Owner Settlement Act 2010* (TOSA 2010).

BGLC is therefore recognised both federally and by the State of Victoria as the only authorised body in the region with the legal and cultural authority to speak, and make decisions, on behalf of the WJJWJ Peoples to protect, manage and promote their cultural landscapes, values and heritage.

## Caring for Country

We are part of our Country, and our Country is part of us. Bunjil the creator, made the land, waterholes, animals and plants and gave Wotjobaluk Peoples the responsibility to look after Country and culture and keep it healthy and strong. Country heals us to our dreaming stories, to our ancestors and spirits.

## Position summary

In the Wergaia language, “Dalki Garringa” means “good growing”. BGLC operates Dalki Garringa Native Nursery to serve the Barengi Gadjin region and provide Traditional Owners with economic development and employment opportunities. The Nursery Officer role will form the base of the Nursery operations team, carrying out routine manual labour to contribute to smooth operation of the Nursery.



# DALKI GARRINGA

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## Key Responsibilities

### Plant care and ground maintenance

- Weeding;
- Cleaning;
- Trimming;
- Watering; and
- Moving, rotating, packing

### Sowing, striking & potting

- Mixing soil;
- Container filling and assembly;
- Record keeping;
- Transplanting;
- Collecting cuttage, budwood and scions;
- Preparing and sticking cuttings; and
- Tubing

### General errands and labour duties

- Cleaning and tidying of nursery premises;
- Maintenance, including cleaning, of nursery equipment
- Unloading/receiving materials and stock;
- Using towing and/or carry-all vehicles etc.;
- Packing shelves; and
- Labelling, stacking and preparation of stock for sale



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## Key selection criteria

### Essential

- Ability to carry out instructions with a degree of independence and limited supervision
- Initiative to recognise and undertake other tasks needing to be done;
- Ability to work as a team with those from a variety of backgrounds and at times reporting to multiple supervisors
- Physical fitness and health to safely perform as required physical labour involving any or all of:
  - High/low temperatures
  - Heavy lifting
  - Extended periods of standing or bending
- Willingness to work flexibly as rostered, including weekend work from time to time; and
- Capacity to adapt work processes to changing circumstances and best practices

### Desirable

- Knowledge of WJJWJ Peoples culture, ambitions and strategic objectives as articulated in the *'Growing What's Good' Country Plan* (see Supporting Documentation);
- Knowledge, or enthusiasm for gaining knowledge, about native plant life, its cultivation and associated skills and techniques;
- Good people skills and the ability to represent the organisation in a professional manner
- Positive approach to work and associated challenges;
- Good problem solving skills; and
- Willingness to step up where opportunities exist to take on greater duties at the nursery



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## Conditions of employment:

- Must have a full Victorian Drivers Licence (or be willing to obtain immediately using Employment Assistance program); and
- Ability to obtain positive National Police and Working with Children checks.

## Occupational health and safety responsibilities:

- In the context of OHS policies, procedures, training, and instruction, as detailed in the *Occupational Health and Safety Act 2004*, employees are responsible for ensuring they: -
- Follow reasonable instructions;
- Cooperate with their employer and report safety breaches, participate in investigations, and implement corrective actions according to applicable procedures and policies; and
- At all times, take reasonable care for their own safety and the safety of others in the workplace.

## Please address selection criteria & resume to:

**Benjamin Trimble**  
**Barengi Gadjin Land Council**  
**PO Box 1255**  
**Horsham VIC 3400**

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