



GREAT OCEAN ROAD COAST COMMITTEE INC POSITION DESCRIPTION

Details

Position Title: Foreshore Ranger, Initial Appointment - Lorne
Reports To: Leading Hand Foreshore Ranger -Lorne
Location: Lorne, Victoria
Date Approved: 16/03/2017

About the Great Ocean Road Coast Committee

The Great Ocean Road Coast Committee (GORCC) is responsible for management of coastal crown land reserves between Torquay and Lorne, along Victoria's Great Ocean Road. GORCC also manages the Torquay Foreshore Caravan Park and Lorne Foreshore Caravan Park, as well as the Port of Lorne.

GORCC is a Crown land Committee of Management established under the *Crown Land (Reserves) Act, 1978* which is administered by the Minister for Planning. The Act provides the Committee with broad powers to manage land reserved for public purposes on behalf of the Crown.

The Committee was established in 2004 following the amalgamation of individual committees of management in Torquay, Anglesea, Aireys Inlet, Fairhaven and Lorne. The Committee comprises skills-based volunteer board members and employs approximately 35 staff in the caravan parks and along the coastal reserves to assist the Committee to fulfill its obligations. The Committee's work is overseen by the Department of Environment, Land, Water and Planning.

The Great Ocean Road Coast Committee recognises the importance of managing the coast sustainably and will conduct its business consistent with the Victorian Coastal Strategy.

GORCC's mission is:

"To sustainably manage coastal reserves and caravan parks between Torquay and Lorne."

You can find out more about the Committee at our website – www.gorcc.com.au

Primary Role

The Foreshore Ranger – Lorne’s primary role is to complete works and other activities on foreshore coastal reserves in Lorne under the responsibility of the Committee.

The Foreshore Ranger – Lorne reports to the Leading Hand Foreshore Ranger - Lorne.

The Foreshore Ranger - Lorne will complete day-to-day foreshore operations as part of a small team, including:

- Removal of rubbish
- Mowing and grass cutting
- Minor carpentry, painting, repairs and maintenance of foreshore facilities and infrastructure
- Maintenance of machinery
- Weed control, fencing, tree planting and minor landscaping
- Trimming and pruning works
- Track and path works
- Cleaning
- Concreting
- Operation of plant and machinery
- Cleaning and presentation of the Lorne pier
- Assist with the implementation of small projects and other works on the foreshore and caravan parks
- Assist with events including site set up and pack up
- Liase with the Lorne community and contractors delivering foreshore services
- Participate in team meetings, risk identification and other public safety measures
- Other duties as directed from time to time

To implement this role, the Foreshore Ranger - Lorne is required to liaise with and report to the Leading Foreshore Ranger - Lorne and Outdoor Works Supervisor on a regular basis to discuss progress and priorities and respond to issues as they arise.

This position requires some overtime and weekend work. This position is primarily based in Lorne but will be required to work from time to time in Torquay, Anglesea, Airey’s Inlet and Fairhaven.

Knowledge / Skills & Selection Criteria – Required

1. Practical skills and experience relevant to foreshore operations
2. Good communication skills, including an ability to communicate with people from a broad range of backgrounds
3. Ability to work effectively as part of a small team
4. Current Victorian Drivers Licence

Knowledge / Skills & Selection Criteria – Desirable

5. Qualifications relevant to foreshore operations

Other Requirements

- Police check
- Medical Clearance

Performance Appraisals

Performance appraisals will be conducted on a yearly basis in October each year, at which time this position description may be revised and Key Performance Indicators may be established.

Terms and Conditions of Employment

Salary: As per Collective Agreement 2016 (plus 9.5% super)
Foreshore Ranger – Experienced \$52,221 per annum, plus overtime allowances.
Status: Full time
Term: Ongoing

Conditions of employment are covered by the Great Ocean Road Coast Committee – Enterprise Agreement 2016-2019.

The position is required to adhere with GORCC's employment and related policies.

Organisational Relationships

Reports to: Leading Hand Foreshore Ranger - Lorne

Internal liaisons: Outdoor Works Supervisor
Coastal Reserves Manager
Lorne Caravan Park Managers
Conservation Supervisor
Conservation Team Members

External liaisons: Contractors Local
Community
Volunteer Community Groups
Surf Coast Shire
Emergency Services

Internal Liaisons

The Foreshore Ranger – Lorne is responsible for completing works as directed by the Leading hand Foreshore Ranger – Lorne.

The Foreshore Ranger – Lorne is also occasionally required to complete works and other activities as directed by the Outdoor Works Supervisor and Coastal Reserves Manager.

The Foreshore Ranger – Lorne is occasionally required to completed works as directed in Lorne Caravan Parks under instruction from the Lorne Caravan Park Managers. The Foreshore Ranger is also required to work with the GORCC conservation team on specific projects under instruction from the Conservation Supervisor.

External Relationships

To implement the role, the Foreshore Ranger is required to liaise with a range of external service providers, including contractors, emergency services, Council and Departmental staff, event organizers and other organizations and individuals in Lorne.

The Foreshore Ranger – Lorne is expected to represent GORCC in a professional and courteous manner.