

Role Description

NGARRINDJERI RUWE CONTRACTING (NRC) Pty Ltd

Business Development Manager

Remuneration Package:	Up to \$87,000, plus super
Employment Type:	12 month fixed term contract
Reports to:	Chief Operating Officer (COO)
Accountable to:	NRC Board
Key Operational Relationships:	State and Federal Government Departments, particularly the Department of Environment, Water and Natural Resources and the Department of Prime Minister and Cabinet
Positions reporting to this Role:	Supervision of contract staff
Location:	Ngarrindjeri Regional Business Centre, 50 Princes Hwy (Old), Murray Bridge East SA 5253
Commencement Date:	To be negotiated

BACKGROUND

Ngarrindjeri are the traditional owners of the Lower Murray, Lower Lakes, Coorong and Murray Mouth region and adjacent areas. The Ngarrindjeri Nation consisting of wetlands Coorong, Lower Lakes and Murray Mouth have been internationally recognised for their diverse ecosystems.

Ngarrindjeri through our regional governance body, the Ngarrindjeri Regional Authority Inc. (NRA), are focussed on progressing the interests of the Ngarrindjeri Nation. The NRA Board membership includes the chairpersons of key Ngarrindjeri organisations, elected community representatives and the chairs of key representative committees such as the Ngarrindjeri Heritage Committee and the Ngarrindjeri Native Title Management. The NRA has also established two commercial operation arms: Ngarrindjeri Ruwe Contracting Pty Ltd (NRC) and Ngarrindjeri Enterprises Pty Ltd (NEPL) that are responsible for contracting and delivering employment for Ngarrindjeri people and economic development projects, respectively.

Established in 2009 NRC is a wholly owned subsidiary of the NRA. NRC operates on the foundation of Ngarrindjeri cultural values. At our heart is a deep knowledge and commitment to the land and sea, drawing on the wisdom and lore of the Ngarrindjeri, the traditional owners and custodians, within a contemporary setting.



NRC is a holistic provider of environmental management services, across four key divisions

- Conservation and land management
- Native nursery operations
- Technical consulting, and
- Trade and labour hire.

NRC continues to explore new and exciting market opportunities, including: native plant products; wildflower industry opportunities; growing and supplying wholesale native food; and supporting the Ngarrindjeri catering and native food business, Little Local Co.

OUR VALUES

NRC shares the same values as that of the NRA: Trust, Respect, Honesty and Integrity. These values are demonstrated by

- *Ruwe Ruwar* Ngarrindjeri understand who we are and our connection to country
- *Learning* Ngarrindjeri are self-reliant and confident
- *Confidence* Ngarrindjeri choose and develop our own pathways
- *Investment* Ngarrindjeri invest time, resources and effort for our nation, and
- *Leadership* is shared, natured and a responsibility of all.

Kungun Ngarrindjeri Yunnan Agreement (KNYA)

NRA Inc. and NRC Pty Ltd (as trustee for NRC Charitable Trust and NRA Inc.) have entered into a Kungun Ngarrindjeri Yunnan Agreement (KNYA) (Funded Deed Agreement) with the South Australian Government, Minister Regional Development, that seeks to support Ngarrindjeri caring for country programs.

The Funding Deed known as the “*South Australian River Murray Sustainability Program, Regional Development and Innovation Fund (Sustainability Program)*” enables Ngarrindjeri participation in the Sustainability Program. It is also primarily designed to build Ngarrindjeri capacity to better engage in natural and cultural resource management in the long-term.

Business Development Manager

The Business Development Manager, by reporting to the NRC COO, is instrumental in contributing to the specific project under the Sustainability Program known as “*Increasing Aboriginal participation in Natural Resource Management (NRM), primary production and associated industries in the SA River Murray Region*”.

KEY DELIVERABLES

Contribute to the ongoing commitment of NRC Pty Ltd to transitioning to an organisation that secures more contracts from sectors outside of government. The occupant of the position will play a key role in managing the ongoing work of the NRC through: supervision of projects secured by NRC, staff management, compliance with government reporting requirements, and acting as a key point of contact for enquires relating to the work of NRC.



RESPONSIBILITIES

- Assist the Chief Operating Officer (COO) in scoping, securing and planning of potential business opportunities and projects
- Build staff capability in the management of macro financial, property and administrative functions of the NRC
- Preparation of papers for the NRC Board addressing governance, budget and financial matters
- Develop annual NRC Business Plans for Board approval
- Ensure compliance with government contractual requirements are met for the provision of work by NRC with government, local government and the private sector
- Support and manage staff to meet key business deliverables as set by the COO using effective project resource management and workplace structures
- Improve NRC's business through effective risk management, Work Health and Safety practices and workforce planning

Highly desirable

Experience working with Ngarrindjeri and other Aboriginal communities, as well as private and government sectors.

Knowledge of: accounting principles and practices; business and public administration; supply and procurement laws and regulations; personnel management practices; managerial functions and techniques.

Proven ability to: maintain and report financial data; direct and supervise the work of others while building capability; and communicate effectively and maintain productive working relationships with a range of stakeholders.

Business acumen relevant to achieving the transitioning to an organisation that secures more contracts from sectors outside of government.

Qualifications in Business Administration.

Employment Conditions

Some out of hours work and both intrastate and interstate travel may be required.

A fixed contract of employment will be offered to the successful candidate for a period of 12 months. Total package to be negotiated based on experience and qualifications. Salary sacrificing also available with NRC holding PBI status.