



Job Description Form

1. Position Details

Position Title Trainee Ranger - Minangu			Position Number PA2544TRM
Level/Grade RA1	Specified Calling N/A	Agreement Rangers Award / RNPGE 2022/ United Voice Fire Services Provisions Agreement 2014	Effective Date 29 December 2025
Division Regional and Fire Management Services		Branch Midwest Region	
Section Murchison District		Location Cue	

2. Reporting Relationships

Position Title Operations Manager	Level/Grade Level 6	Recruitment and Establishment Section <i>C. Brown</i> Registered JDF 29 December 2025
↑		
Responsible to		
Position Title Senior Ranger	Level/Grade Grade 4	Other offices reporting directly to this office
↑		
Responsible to		
This position		
↑		
Officers under direct responsibility		
Position Title Nil	Level/Grade	Approx. no. FTEs supervised

3. Role and Scope

This is a brief outline of the key responsibilities and scope. Scope may include the level of guidance under which the job operates, range of assignments, and influence on results for the work function or program:

Under the immediate direction of the Senior Ranger:

- Participates in a range of activities relating to conservation and land management work within the Minangu parks and reserves, including construction and maintenance of infrastructure, management of cultural values, fauna and flora protection and prescribed burning.

This position is a mentored development employment opportunity for Aboriginal people given to Wajarri Yamaji (Minangu) Aboriginal community members, or an applicant approved by the Minangu Aboriginal community.

Individuals undertake their duties and responsibilities in accordance with the department's [Code of Conduct](#), policies and procedures, and relevant Government legislation.

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4. Responsibilities of the Position and Broad Outline of Duties

The proportion of time likely to be spent on each function or duty may, if appropriate, be indicated as a percentage (%).

Under the immediate direction of the Senior Ranger:

MENTORED EMPLOYMENT DEVELOPMENT PROGRAM

In the context of this position being a mentored employment development opportunity

1. Participates in development programs to achieve Certificate II in Conservation and Ecosystem Management and firefighting competency.
2. Assists in delivery of joint management activities including supporting joint management on-country outcomes, connection to culture and country, knowledge transfer with elders, management of cultural sites, interpretation, education, awareness and training.
3. Assists in the fabrication, maintenance and installation of reserve-associated infrastructure, including sign manufacture, painting, carpentry and stonework.
4. Assists in the maintenance of mechanical equipment; including small motors, pumps, generators, fire units, compressors, 4WD vehicles and trailers.
5. Assists in the preparation and delivery of interpretative and educational material.
6. Participates in fire management activities that contribute to bushfire suppression and prescribed burning operations commensurate with capability, capacity, training and level of experience.
7. Participates in activities associated with the protection of flora and fauna, including treating weeds with application of chemicals.
8. Undertakes the control of feral animals.
9. Participates in the planting and rehabilitation of disturbed sites.
10. Monitors native fauna populations.
11. Participates in the identification, recording and protection of cultural sites.

ETHICS, COMPLIANCE AND WORK, HEALTH AND SAFETY

12. Ensures records are maintained and reports are prepared in accordance with departmental standards, e.g. time sheets, vehicle log books, works diary and training portfolio.
13. Complies with relevant legislation, regulatory requirements, corporate policy, guidelines, procedures and ethical standards.
14. Responsible for personal safety and cooperates with team leader in carrying out of employee responsibilities as defined in the *Work, Health and Safety Act 2020*.
15. Participates in safety initiatives including team meetings, Job Safety Analysis preparation, workplace inspection, hazard identification and control and accident investigations.

PUBLIC INTERACTION

16. Participates in the implementation of community education and interpretative activities.
17. Reports suspicious activity and offences in the jointly managed reserves.

GENERAL

18. Participates in emergency incident responses which may be related to bushfires, search and rescue, or wildlife, as appropriate and as directed by the District Manager.
19. Carries out other duties as directed by the Senior Ranger.

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5. Selection Criteria

In the context of the duties and responsibilities of the position, the following selection criteria apply. All criteria are essential unless specified otherwise.

Applicants should address the following four criteria, including where possible the desirable criterion. These should be addressed in no more than three pages in total.

1. Under Section 50d of the *Equal Opportunity Act 1984*, Aboriginality is a genuine requirement for this position. The Indigenous Land Use Agreement established between DBCA and the Wajarri Yamaji South (Minangu) Community requires the appointee for the position to be a Wajarri Yamaji (Minangu) Aboriginal community member, or an applicant approved by the Minangu Aboriginal community.
2. Experience or interest in working on Country and ability to participate in manual activities related to conservation and land management; including maintenance and construction of reserve-related infrastructure, conservation of cultural values, flora and fauna protection and prescribed burning.
3. Evidence of ability to liaise and interact in a positive manner. Have good communication and interpersonal skills and be able to work effectively in a team.
4. Experience in operating equipment such as chainsaws, brush cutters and common maintenance tools.
(Desirable)

The following essential criteria will be assessed at some stage during the selection process. Desirable criteria will be assessed as required:

5. Demonstrated literacy and numeracy skills including the ability to read and understand maps, and apply relevant procedures in the work environment, including occupational health and safety procedures and principles.
6. Physically fit for “on the ground” operational fire work and be able to pass the departmental fire fitness test plus ongoing willingness and ability to participate in fire management activities that contribute to bushfire suppression and prescribed burning operations commensurate with capability, capacity, training and level of experience.
7. Willingness and ability to work away from home if required, including camping in remote areas for extended periods of time. Be available for occasional weekend and irregular hours of work. Willingness to wear prescribed safety equipment and to work safely with chemicals.
8. Ability and willingness to acquire Certificate II in Conservation and Ecosystem Management and participate in a mentored work development program.
9. Understanding of equity and diversity principles and practices.
10. Current ‘C’ Class Driver’s Licence.

Values

Our organisational values drive the way we make decisions, interact with each other, and work together to achieve results.

Our five core values — **Integrity, Collaboration, Accountability, Respect** and **Excellence** — represent our commitment to a professional and inclusive workplace culture we can all enjoy. For the purposes of this recruitment process, behaviours that reflect these values are included as **Essential** and/or (as a minimum) **Desirable** selection criteria for this position.

11. Behaviour that reflects **Integrity, Collaboration, Accountability, Respect** and **Excellence**.

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Information on whether appointment to this position is subject to a satisfactory Working With Children or National Police check is included in Section 6 of this form.

6. Other

Position Status Does the position form part of the permanent structure?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Fixed Term Contract with the possibility of extension and / or permanency		
Full Time Equivalent (FTE) Full time hours = 1 FTE. Write part time hours as a proportion of 1 e.g. 0.6 FTE if 3 days per week i.e. 60% of full time hours.	1.0 FTE		
Allowances and Special Conditions Applicable allowances and special conditions are checked with an 'x' in the appropriate box.	<input checked="" type="checkbox"/> District Allowance	<input type="checkbox"/> North West Leave	
	<input checked="" type="checkbox"/> Air Conditioning	<input type="checkbox"/> No Fixed Hours (Rangers only)	
	<input type="checkbox"/> Ranger Leave (Rangers only)	<input checked="" type="checkbox"/> Other - Please specify below: Fire Standby, Fireline Allowance	
Specialised Equipment Operated Specify type of equipment e.g. 4WD.	Hand and power tools, generator, chainsaw, 4WD, skid steer, tip truck, iPad		
Working With Children Specify if appointment to this position is subject to a satisfactory Working with Children check – if this position works with children, refer to http://www.checkwwc.wa.gov.au/checkwwc/WWC+Check/ for information on whether a check is required. If yes, applicants may be asked to provide a WWC check.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
National Police Check Specify if appointment to this position is subject to a satisfactory National Police check. If yes, applicants may be asked to obtain a National Police Certificate . For more information refer to the department's guidelines on National Police checks .	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

PEOPLE SERVICES BRANCH USE ONLY ANZSCO Code	234314
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7. Certification

The details contained in this document are an accurate reflection of position.

Branch/Division Head	Director General
Signature:	Signature:

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Date:		Date:	
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