

# Role Statement

## Karla Katitjin Traineeship, Bushfire Centre of Excellence

### Description

The Karla Katitjin Traineeship is a culturally safe training and employment opportunity for First Nations Australians hosted at the Bushfire Centre of Excellence (BCoE). The position is designed to support the development of skills and experience within bushfire risk management, cultural fire, land management and working in the public sector.

'Karla Katitjin' means fire knowledge or understanding fire in Noongar. This idea guides the learning, experiences and opportunities offered throughout the traineeship. Time on Country, connecting with culture, community and land, is an important part of the program and supports both personal and professional growth.

Trainees will learn through hands-on experience, mentoring and formal study. They will also support the work of the BCoE, especially the Cultural Fire Program and Training teams.

### Qualification and Training Outcomes

During the traineeship, the trainee will be supported to complete a Certificate III qualification that aligns with their work.

Additional learning and development opportunities may include:

- Cultural fire and community engagement activities.
- Building practical skills in land management and firefighting.
- Leadership development.
- Access to DFES and public sector training courses and workshops.

### Key Responsibilities and Learning Activities

Under the guidance of supervisors, mentors and team members, trainees will:

- Observe and carry out work appropriate to your skill level.
- Take part in cultural fire and bushfire mitigation work (including work with the DFES State Mitigation Branch).
- Work with Aboriginal Elders, communities, corporations, Ranger groups, land managers and other government departments.
- Help with general activities at the BCoE and across other DFES teams.
- Represent the BCoE and Karla Katitjin Traineeship program in a professional and culturally respectful way.
- Complete coursework and assessments (time will be given during work hours to support course requirements).
- Develop workplace skills such as communication, teamwork and time management skills.
- Build administrative skills and learn how public sector workplaces operate.

## **Reporting Relationship**

This role reports to the Cultural Fire Program Practitioner, within the BCoE Knowledge Management team.

## **Mentoring and Support**

We want every trainee to succeed. To support this, trainees are provided:

- Dedicated supervisory support from the Cultural Fire Program Practitioner.
- A mentor for the duration of the traineeship, to help them navigate the workplace and enhance their skills, cultural identity, and career readiness.
- Access to DFES Employee Assistance Program, Wellness and Peer Support.
- A culturally safe, inclusive workplace.

## **Requirements**

The Karla Katitjin Trainee is someone who:

- Is motivated to learn new skills, especially in conservation, land management and firefighting.
- Wants to build or strengthen their connection to Country by applying existing and/or new skills.
- Can communicate well and work well with others.
- Has basic computer skills, including using Microsoft Word and Microsoft Office.
- Works well in a team and contributes positively to the Bushfire Centre of Excellence.
- Has a current unrestricted Australian C-Class (manual) driver's licence, which must be valid with access to a vehicle for the duration of employment.
- Can safely take part in physical work.