



POSITION DESCRIPTION

POSITION DETAILS

Title:	Social Impact Coordinator
Status:	Full time
Salary Classification:	Classification 7
Salary:	\$90,288 - \$97,230
Location:	Rockhampton, Emerald, Gladstone or Theodore (Negotiable)
Reports to:	Social Impact Leader

About FBA

FBA works for our central Queensland community to grow a sustainable, productive and profitable Fitzroy region.

Initiated by a group of passionate community members over 27 years ago, Fitzroy Basin Association (FBA) is now central Queensland's leading Natural Resource Management organisation. FBA works for and alongside our regional community to grow a sustainable, productive and profitable Fitzroy region. As central Queensland's leading NRM organisation, FBA is uniquely placed geographically, strategically and operationally to deliver priority environmental and agricultural outcomes. When it comes to the environment, landholders and our local community, FBA is best placed to lead and support projects that protect the future prosperity and resilience of our land and sea.



PURPOSE

We are the people shaping the environment of the future.



VISION

Healthy and resilient natural assets.



LEGACY

Inspired and empowered communities who value our natural assets.

FBA Goals

Lead - regional connection and collaboration

Leverage - knowledge, science and partnerships

Create - value through people and solutions

Purpose of the Position

The Social Impact Coordinator is responsible for gathering, synthesising and presenting data and narratives to enhance FBA's positive reputation, regional relevance and visibility to stakeholders.

Roles and Responsibilities

The Social Impact Coordinator will be accountable for:

- Developing and implementing indicators and measures to capture and report FBA's social and regional impact;
- Providing guidance and support to FBA staff to enable best practice measurement of social impact;
- Integrating systems, tools and initiatives to track, evaluate and articulate FBA's positive social impact;
- Contributing to the development of FBA's key documents that articulate organisational capability and value;
- Enhancing the ability to communicate FBA's capability and achievement by working across the organisation (with staff) to provide qualitative and quantitative evidence of positive impact;
- Providing the narrative of FBA's positive impact on our communities and natural landscapes;

- Supporting an organisation-wide collaborative approach to the exploration of new initiatives that align with and enable FBA to deliver on the FBA strategic plan and vision;
- Undertaking work in a manner that complies with FBA policies, procedures and values; and
- Supporting the corporate strategy and vision of FBA.

Key Performance Areas

Success is measured against key performance indicators in the areas of:

- Impact measurement and reporting.
- Impact storytelling.
- Processes and systems to measure impact and value.
- Positive contribution to organisational culture and leadership.

Qualifications and Experience

Tertiary qualification in one or more of the following disciplines is desirable: Social or Behavioural Science, Community or Natural Resource Management Planning, Communications, Business Management, Arts, Psychology or equivalent work experience, relevant to the role's responsibilities and key performance areas. Technical knowledge of natural resource management, human behaviour and demonstrated experience in establishing measurement and reporting mechanisms would be highly regarded.

Other Requirements

- The Social Impact Coordinator will maintain their knowledge and skills through ongoing professional development.
- Demonstrated experience in Microsoft Office software.
- Possession of a current Australian Drivers Licence.
- Ability to travel and spend nights away from the home base to attend meetings, conferences and training.

Reporting and Supervision

This position reports to the Social Impact Leader and supervises the Engagement and Impact Officer.

Salary, Superannuation and other benefits

The successful applicant will be offered a Contract of Employment consistent with the FBA Policies and Procedures and FBA salary framework. In addition to superannuation guarantee payments, FBA offers to match voluntary superannuation contributions by employees up to an additional 3% of salary.

FBA is keen to work with arrangements that suit the right person/people for the job, and to that end, are willing to negotiate part-time arrangements, including job sharing. Daily hours of work are flexible, reflecting the need for the successful applicant to work hours that suit clients.

Further Information

Please contact the Corporate Services Manager on 07 4999 2824 for more information on the position. Visit our web site at www.fba.org.au for further information on the organisation.

Applying for the position

Applicants should submit a current resume, letter of application and contact details of two recent referees through FBA's website (<http://www.fba.org.au/work-with-us/>) or by email to pamela.jeffery@fba.org.au. While applicants are not required to answer selection criteria in their letter of application, selection for the position will be based on the successful applicant's ability to demonstrate the following selection criteria at interview.

Selection Criteria

1. Demonstrated understanding of social impact measurement and reporting.
2. Demonstrated expertise in data gathering, analysis, synthesising, and reporting.
3. Ability to develop, implement, evaluate, and adapt projects and/or systems to achieve desired outcomes.
4. Ability to engage staff, researchers and other stakeholders and build constructive partnerships aimed at achieving best practice, enhancing capability or contribution.
5. Demonstrated flexibility, creativity, teamwork, communication and interpersonal skills.

Working at FBA

FBA has four offices located across the Fitzroy region and is fortunate to have a team of 40 employees. At FBA all our employees are valued, integral to the success of the organisation and encouraged to generate innovative ideas and suggestions that improve all aspects of our business. You will join a team of like-minded, enthusiastic people that are passionate about natural resource management. FBA applies a flexible approach to help staff achieve a work life balance. FBA is an equal opportunity employer. Our corporate values lay the foundation for FBA's success and are embodied by our team members to achieve our strategic goals.

