



**MAGNETIC
ISLAND
COMMUNITY
DEVELOPMENT
ASSOCIATION**

E: micda.president@gmail.com
W: micda.com.au
PO Box 133, Magnetic Island QLD 4819
ABN: 88 303 909 978
Incorporated Association: 11505

POSITION DESCRIPTION

Position Title: Yunbenun-Magnetic Island Coastal Stewardship Coordinator

Location: Yunbenun-Magnetic Island, Queensland.

Gross Salary: \$78,000 per annum (Full time equivalent)

About the Magnetic Island Community Development Association (MICDA)

MICDA is a not-for-profit community-based incorporated association with a vision for Magnetic Island to become a leading sustainable Great Barrier Reef island community. Our Mission is to work with residents, Traditional Owners, visitors and key stakeholders to develop our community without compromising the needs of future generations, by balancing our environmental, cultural, social, and economic values.

Yunbenun-Magnetic Island in Wulgurukaba Country is the third most ecologically diverse island of the GBRWHA, with unique cultural values and critical ecosystems, home to endangered and vulnerable species, and passionate locals.

MICDA is one of 13 partners working with the Great Barrier Reef Foundation (GBRF) to deliver the Yunbenun-Magnetic Island and Townsville Coastal Stewardship Project. This collaborative project is funded through the Department of Climate Change, Energy, the Environment and Water's Community Stewardship Program. It will launch Yunbenun-Magnetic Island and interconnected coastal habitats of Townsville as the first community-led model in the GBRF's Reef Islands Initiative, joining a collective of sites across the Reef implementing on-ground and in-water actions in the face of a changing climate.

On Yunbenun-Magnetic Island, the project will build the resilience of key coastal habitats including seagrass, refugial waterholes, wetlands, bird habitats and fish nursery habitats through:

- on-ground restoration, protection and monitoring
- leveraging momentum from two previous Community Action Plans
- accelerating enduring Reef stewardship undertaken by a passionate community
- sharing learnings through a reef-wide community of practice

Purpose of the Position

This position will provide core support to the Yunbenun-Magnetic Island component of the project, by facilitating community engagement about project outcomes, mobilising genuine community stewardship; and by coordinating connections and communication amongst the project partners.

The focus of this position will be to:

- delivery of on-ground stewardship project activities
- capture outcomes and learnings throughout the project, and showcase to share and celebrate learnings including through community events and re-establishment of the popular monthly 'pub talk' series.
- contribute to project coordination meetings and opportunities for peer-to-peer learnings across the reef; and
- deliver a project connections program to ensure 2-way communication between project partners and whole-of-island community groups.

The position's workplan will align with the project deliverables contracted to MICDA.

KEY DUTIES AND ACCOUNTABILITIES

- The position will report to MICDA Management Committee Member – Coastal Stewardship (Dr Robyn Cumming).
- Manage the planning and delivery of agreed project components that have been contracted to MICDA, including responsibility for aspects such budget management, community and stakeholder management and communication, community engagement activities, and monitoring, evaluation and reporting.
- Build and maintain productive relationships with project funders, partners, stakeholders, Traditional Owners and community (local and visitors) in the development and delivery of projects.
- Identify potential future project funding opportunities and under direction, contribute to proposals for funding from Government, philanthropic and corporate sources.
- Maintain a professional awareness of developments in the health of and issues affecting ecosystems within the Great Barrier Reef World Heritage Area including those at Yunbenun-Magnetic Island, and related management policy and procedures.
- Contribute to the success of MICDA's community stewardship development aspirations through positive and flexible involvement in the organisation.

SELECTION CRITERIA

Appointment to the position will be based on the following selection criteria.

1. Tertiary qualifications and/or equivalent experience in Marine or Tropical Environmental Science, community engagement and stewardship, or related disciplines.
2. Current Blue Card (Queensland Working with Children Card) to be maintained throughout employment, or the ability to obtain a Blue Card.
3. Demonstrated sound scientific/technical knowledge of concepts, principles and procedures relevant to Tropical environmental and/or marine natural resource management, and/or community engagement and stewardship.
4. Demonstrated track record in community engagement and event management.
5. High level organisational skills to coordinate multiple projects and time management to meet conflicting deadlines.
6. High level of written and oral communication skills including the ability to communicate complex concepts to a wide range of audiences and utilising appropriate technology and social media.
7. Proven initiative and demonstrated ability to work autonomously and as an effective team member, meet deadlines and establish work priorities and achieve quality outcomes.
8. Demonstrated ability to develop and document innovative project proposals, identify and seek funding opportunities and to set and deliver specific objectives in collaboration with partners and stakeholders.
9. A sound understanding of demonstrated application of monitoring and evaluation principles and practice.

GENERAL CONDITIONS OF EMPLOYMENT

This is a full-time position (38 hours per week) based on Yunbenun-Magnetic Island for a fixed term until March 2028.

Leave Provisions

20 days annual leave per year and 10 days personal leave.

Superannuation

Payment of an amount equivalent to 11.5% of the employee's salary to an eligible fund of the employee's choice.

Code of Conduct

The successful applicant will be expected to meet the standard of behaviour outlined in the MICDA Code of Conduct, and adhere to our values of Community, Environment, Safety, Collaboration, Passion, Integrity and Respect. In doing so, the successful applicant must ensure that they do not engage in any trade, profession or business, which would be in conflict with the duties of his/her MICDA role, and declare conflicts of interest prior to commencement and if any arises during the course of employment.

Occupational Health and Safety

MICDA is committed to Workplace Health and Safety standards to ensure protection of staff, equipment and third parties. The successful applicant must adhere and be conversant with Workplace Health and Safety requirements.

Child Safety

As the role will involve engagement with children within the community including students at Magnetic Island State School, the successful applicant will be required to hold and maintain a Blue Card (Working with Children Card) and adhere to the MICDA Child Protection Policy.

Equal Opportunity

MICDA is an equal opportunity employer, and will consider job-share proposals.

How to apply:

- Your *curriculum vitae*.
- A covering letter addressing the selection criteria (3 pages maximum).
- The names and contact details of at least two referees (these will not be contacted without approval).

Email your applications to micda.president@gmail.com.

For more information about the role, please contact Dr Robyn Cumming (email: robyncumming491@gmail.com mobile: 0431223213)

Application Closing: 5.00pm, Friday 6th June 2025.