

## Position Description:

### Regional Tourism Development planner

Assignment number: PAU011221

**Partner organisation name:** The Buchan, Gelantipy & Districts Renewal Association (BG&DRA), with the Buchan Business and Tourism Association (BBTA)

**Partner organisation location:** Buchan, Gelantipy & Districts, VIC

**Key dates:** Start early November

**Assignment timeframes:** 6 – 9 months duration (depending on start date).

**Assignment mode/location:** Primarily online with some travel.

### Purpose of the Role:

Buchan, Gelantipy and Districts is a relatively remote agricultural area that also supports a tourism industry. It is home to the iconic Buchan Caves, a key tourist attraction.

The bushfires of 2019/20 had a severe impact (loss of two lives, 44 dwellings, 96 sheds and many kilometres of fencing). The Buchan Caves, Snowy River National Park, and access roads were closed. This triggered a major downturn in local business. This was followed by a flood event on Boxing Day 2023, where there were two further fatalities. Considerable damage to roads, infrastructure, and the closure of the Caves again caused a major downturn in business.

The Buchan, Gelantipy and Districts Renewal Association (BG&DRA) was established after the bushfires and provided support following the flood event. The Buchan Business and Tourism Association (BBTA) is a member-based organisation that provides support and resources to businesses and tourism operators in the area. BG&DRA have prepared a Renewal Plan. The Plan reflects the community's priorities as we continue to recover.

The tasks and deliverables of this Assignment are:

Advise and support BG&DRA and BBTA to bring together their current tourism plans and projects as part of their Master Precinct Plan encompassing:

- Megafauna discovery trail (this project has the support of Museums Victoria)
- Precinct planning for the Buchan Butter Factory and Uniting Church sites
- Bluff Walking Track
- Play space and Pump Track
- Recreation Reserve

***Please note, we do not expect one volunteer to have expertise on all the above. We will be recruiting for multiple volunteers, if needed.***

### Selection Criteria:

- Motivated to assist and build upon the community theme, centred on the natural history of the area
- Holds creative skills to envisage and translate community plans
- Knowledge and / or experience in tourism industry is preferred
- Strong time & project management skills to effectively balance multiple responsibilities
- Recognise and review potential risks, to ensure a realisable plan for the community is produced

- Understands the necessity for such a precinct to be able to achieve economic sustainability through strategic land use planning and development
- Sound knowledge of planning frameworks and compliance, along with a strong understanding of relevant legislation and policy
- Good communication skills and understands communities, with proven track record of fostering collaboration and driving sustainable land use outcomes

### Prerequisites for undertaking volunteering assignments:

- To register with ABV (if not already registered):
  - ✓ At least 5 years relevant professional experience
  - ✓ You must be an Australian citizen or Australian permanent resident residing in Australia. Australian Citizens residing overseas may be considered on a case by case basis.
  - ✓ Willingness to complete a police check and Working With Children Check
  - ✓ Willingness to be interviewed and have references checked
- Once you have passed registration phase:
  - ✓ Willingness to interview for the role with ABV program staff
  - ✓ Acceptable police check and Working with Children Check before commencement
  - ✓ Sign the ABV Letter of Agreement (Code of Conduct, etc)
  - ✓ Medical check (external and ABV), compliance with all travel, entry and in-country requirements (where required).
  - ✓ You are expected to abide by any COVID regulations of the destination country or the partner organisation with whom you may work. These regulations will be made known to you.

### How to Apply:

Please submit your expression of Interest to [recruitment@abv.org.au](mailto:recruitment@abv.org.au) by **31 October 2024**, confirming the following:

- The Role name and Assignment Number
- Confirmation that you are a registered volunteer with ABV or are willing to go through ABV's screening process to become a registered volunteer.
- If you are a Registered Volunteer - send a response to the selection criteria for the role, confirming you have relevant skills and experience.
- If you are not a Registered Volunteer – send your CV with a response to the selection criteria for the role, confirming you have relevant skills and experience.
- If there are any special considerations, we would need to make for you.

### What will happen next?

- ABV will review all applications as they are received.
- Shortlisted candidates will be sent a Terms of Reference (ToR) document (aka Assignment Description) and asked to confirm they believe they can fulfil the role requirements.
- Candidates will be advised whether they are shortlisted for interview.

ABV is an equal opportunity employer and Aboriginal & Torres Strait Islander peoples, people from culturally & linguistically diverse (CALD) backgrounds are encouraged to apply for this position.