

Position Description



GREAT OCEAN ROAD
COAST & PARKS AUTHORITY

Position title:	Foreshore Ranger
Classification:	Level 3
Status:	Permanent, Full-Time.
Location:	Apollo Bay, Victoria.
Approved:	Coastal Operations Manager – March 2025

About the Great Ocean Road Coast and Parks Authority

The Great Ocean Road Coast and Parks Authority (the Authority) was established on 1 December 2020 to deliver better protection and management of the iconic coast and parks of Victoria's Great Ocean Road.

In partnership with Traditional Owners, our role is to manage, protect, rehabilitate and foster resilience of the natural, cultural and heritage values of coastal Crown land and marine waters along the Great Ocean Road.

As a public land manager for the Great Ocean Road coast and parks, we manage a wide variety of public land from National Parks to coastal beaches to town foreshores. We also lead visitation policy and planning for the scenic landscapes along the Great Ocean Road to manage visitation 'hot spots' and provide a great visitor experience.

All revenue raised through our commercial endeavours is reinvested back into the coast to ensure the Great Ocean Road region can be enjoyed now and for generations to come.

About the Coastal Reserves Team

The Coastal Reserves Team deliver maintenance, environmental, facility and capital works to ensure the safety and enjoyment of coastal users. They manage critical coastal and visitor infrastructure from Point Impossible to Peterborough. They build, maintain and upgrade facilities including toilet amenities, beach access points, car parks and boat ramps, and lead beach clean ups, facility maintenance and waste management.

Purpose of the position

The **Foreshore Ranger** is accountable for the maintenance of foreshore and other reserve areas under the management of the Authority including:

- Facilities, equipment and grounds maintenance and cleaning in a variety of reserves including foreshore areas, camping and caravan parks and other reserves under Authority management

- Liaison with community, contractors, and event organisers
- Operation of plant and machinery
- Undertaking construction, revegetation, and other landscaping projects
- Participation in team meetings, risk identification and mitigation activities.

Primary responsibilities

The **Foreshore Ranger** is responsible for completing day to day works operations and other activities on reserves under the responsibility of the Authority as part of a small team.

Key responsibilities of this position include but are not limited to:

- General site maintenance including litter control and cleaning
- Grounds keeping including mowing, grass cutting, trimming and pruning works
- Minor carpentry, painting, concreting, repairs and maintenance of facilities and infrastructure
- Maintenance of machinery
- Weed control, fencing, tree planting and minor landscaping
- Track and path works
- Operation of plant and machinery
- Cleaning and presentation for amenities, piers and boat ramp facilities
- Assisting with the implementation of small projects and other works on the foreshore and caravan parks
- Assist with events including site set up and pack up, assist with provision of beach accessibility programs
- Liaise with the community, visitors and contractors delivering services in reserves under Authority management
- Participation in team meetings, risk identification and mitigation and other public safety measures
- Adhere to all Authority policies and procedures
- Represent the Authority in a professional and courteous manner.
- Various other duties.

Key selection criteria

Qualifications and experience:

- Trade, certificate, or diploma relevant to foreshore operations
- Demonstrated experience in trade, land management, facilities and grounds maintenance or other relevant work
- First Aid

Knowledge and skills

- Practical skills and experience relevant to foreshore operations
- Good communication skills, including an ability to communicate with people from a broad range of backgrounds and use email and other mobile applications and devices
- Ability to work effectively as part of a small team.

Terms and conditions of employment

Appointment to this position is subject to the successful applicant being able to:

- Provide a National Police Check Certificate
- Obtain a Working with Children Certificate
- Evidence of Australian Work Rights
- Hold a current Australian Driver's Licence.

Special characteristics

Weekend work will be required over a minimum six-week period at Christmas and the two-week period at Easter. Other weekend work may be required throughout the year. Ability to take annual leave will be limited during the peak periods of December and January plus Easter. Penalty rates may apply in line with the Enterprise Bargaining Agreement.

Organisational relationships

Reports to: Foreshore Leading Hand

Direct reports: Nil

Internal liaisons: All Great Ocean Road Coast and Parks Authority departments

External liaisons: Community, agency and government stakeholders.