

Position Description

CORPORATE INFORMATION

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|------------------------|--|----------------------------|------------------|
| Position Title | Officer - Lands Protection | | |
| Directorate | Infrastructure Services | Branch/Section/Unit | Lands Protection |
| Position Number | 1080 | Level | 4 |
| Award | Queensland Local Government Officers' Award 1998 | | |
| Line Manager | Manager - Lands Protection | | |
| Direct Reports | Operator – Spray Herbicides | | |

SCOPE OF POSITION

Position Summary

To assist the Land Protection Branch to achieve and maintain sustainable land use across the region by reducing the economic, social and environmental impacts of invasive plants and animals (through appropriate land management, control work, education and compliance activities) on the natural, peri-urban and primary production environments.

Expected Deliverables/Key Performance Indicators

- Assist with the development and implementation of Land Protection operational plans/processes including work instructions, work procedures and policies and (for your own work tasks and staff under your supervision) manage time, set priorities, plan and organise work program efficiently and effectively.
- Exercise 'Authorised Officer' delegations and responsibilities and provide specialised advice to stakeholders in line with Council's Pest Management Plan and legislative requirements, particularly the *Land Protection (Pest and Stock Route Management) Act 2002*.
- Undertake pest monitoring (property inspections) and control (plants and animals) activities, both, as part of a team and whilst working alone across multiple land tenures using specialised technical skills and 'Information Technology' to achieve branch outcomes.

Mandatory Licence/Competency (Ticket) Requirements

- Queensland 'C' Class driver's licence that is current and maintained.

Essential Knowledge/Skills/Qualifications Criteria

- Demonstrated experience in the field of Natural Resource Management and/or demonstrated practical experience in plant and animal ecology, their impacts and associated control techniques and practices

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- Demonstrated well developed oral and written communication and consultation skills including the ability to interact effectively with all stakeholders
- Ability to work alone (at times in remote areas) safely and efficiently.

Desirable Knowledge/Skills/Qualifications Criteria

- Possession of Degree or Diploma in the field of Natural Resource Management or plant and animal biology or similar OR significant demonstrated experience with land protection/ pest management matters.
- Sound knowledge and/or experience in investigations, enforcement and compliance activities within government organisations with the ability to undertake compliance activities to a conclusion.
- Demonstrated knowledge of the *Land Protection (Pest and Stock Route Management) Act 2002* and enforcement regulations therein OR the demonstrated skills and abilities to interpret and understand legislation.
- Demonstrated ability to work alone and cooperatively as part of a team with an understanding of organisational objectives and priorities.

Physical Requirements of the Position

Note: Applicants with disabilities will be considered on a case by case basis.

- Ability to frequently exert a force up to 20kg whilst pushing, pulling, lifting or carrying an object or equipment.
- Ability to occasionally lift or carry objects or equipment up to 25kg.
- Ability to frequently stand for periods of two hours and occasionally walk on sloping, uneven or slippery surfaces whilst using equipment or carrying objects up to 20kg.
- Ability to kneel or crawl in a bent position whilst exerting force up to 15kg.
- Ability to clearly hear directions and instructions being provided at normal speech levels.

Special Requirements

- Occasional out of hours work (including weekends).

ORGANISATIONAL INFORMATION

Delegation/Authorities requirements of the position

The Delegations and Authorities for this position can be accessed here – [GRC009](#).

Safety

Behaviours

Maintain a positive attitude towards acquiring an understanding of work health and safety (WHS) legislation, including council WHS policies and procedures.

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Fostering and maintaining a positive attitude towards WHS within the individual work teams.

Responsibility

Apply council policies and procedures in every day work activities to assist council in ensuring a safe work environment.

To meet the standards imposed by any relevant safety legislation as required by Queensland's *Work Health and Safety Act 2011*.

Related documents

- WHS Policy statement [WHSPOL004](#).
- Work Health and Safety Responsibility and Accountability Statement WHSPOL008.
- The WHS KPIs are located in the Work Health and Safety Management Plan WHSPOL010 and should be referenced as applicable with this position. It can be found here – [WHSPOL010](#)

Code of Conduct

As per the Staff Code of Conduct, employees must conduct all business with integrity, honesty and fairness and comply with all relevant laws, regulations, codes, policies and procedures. The Code of Conduct OCPOL001 can be found here – [OCPOL001](#).

Records Management

Council employees are required to ensure adequate records of actions taken and decisions made whilst undertaking their duties are created and maintained, in accordance with council's Recordkeeping Policy which can be found here – [CGPOL002](#).

Position Description

Council's Vision

To be the *natural* choice to live, work and play.

Council's Values

Accountable – We take responsibility for our actions. We will be accessible and fair.

Consistent – Our actions will reflect council's guidelines and practices at all times.

Appreciative – We value the opportunities we have and that we look for the best in our people, our organisation and our community.

Communicative – We will keep people informed, consult with the community and will actively listen to and respond to their input.

Respectful – We treat people with dignity and courtesy. We recognise and support the contribution of individuals and respect each other, our customers and the diverse community we serve.

POSITION APPROVAL AND ACCEPTANCE

Approved By

| | | | |
|------------------|--|-----------------|--|
| Name | | Position | |
| Signature | | Date | |

Accepted By

| | | | |
|------------------|--|-------------|--|
| Name | | | |
| Signature | | Date | |

The scope and requirements of this position as well as the organisational structure is subject to change by council as required by business needs.