



Position Description

Non-supervisory Employees

Position Title	Ecologist
Section	Environmental Services
Division	Development & Environment
Reports to	Natural Resources Manager
Grade	15
Employment Status (FT/PT/Casual/Temp)	Full Time Permanent

Position purpose

To provide expert ecological advice to Council on a range of issues to assist with strategic land-use planning and development assessments. The role also delivers, in association with a range of community, university and government stakeholders, scientifically –considered programs that directly benefit the LGA's biodiversity.

Position specific responsibilities

The key duties you are expected to perform in your role.

- Review and assess the veracity of ecological surveys and reports submitted to Council as part of the development application process and planning proposals for rezoning land.
- Assist in developing and implementing Natural Resource policy and programs for Council.
- Provide the specialist ecological advice, reports and assessments for Council staff.
- Manage the delivery of ecological studies.
- Assist Council in developing best practice ecological assessment processes.
- Maintain effective liaison and consultation with internal and external stakeholders to develop cooperative and productive working relationships.
- Any other related duties as directed, within the skills and scope of the role.



Expected behaviours

Port Macquarie-Hastings Council values are at the core of our work. It is expected that your conduct will reflect Council values, and your commitment to these values will be central to your successful performance as an employee of Port Macquarie-Hastings Council. The values based behaviours will form the basis for individual employee performance assessments.

Values-based behaviours for Non-Supervisory Employees

Values	Expected Behaviour
Communication	<ul style="list-style-type: none">• I communicate with respect• I constructively contribute to team meetings, toolbox talks and conversations• I share information and ideas with colleagues• I ask questions if I don't understand
Accountability	<ul style="list-style-type: none">• I always work in a safe manner, looking after my own safety and the safety of those around me• I am responsible for my own actions• I take initiative to progress my own work• I follow through on my work commitments
Professionalism	<ul style="list-style-type: none">• I treat others with respect• I complete my work to the best of my ability• I take pride in my work• I am flexible and responsive to changing work priorities and issues
Integrity	<ul style="list-style-type: none">• I act honestly• I understand and follow the law, rules, policies, guidelines and the Code of Conduct• I treat others the way I wish to be treated• I contribute positively to our work
Teamwork	<ul style="list-style-type: none">• I look for, and am open to, new and better ways of doing things, together• I am an engaged and enthusiastic team player• I step in to help others when workloads are high• I cooperate with my team members and supervisors



Document Endorsement

Date 1/4/19

Group Manager Blayne West (acting)

Date 8/4/19

Director Melissa Watkins

I have read and understand the contents of the Position Description for my role. I will undertake the responsibilities and behaviours required of me.

Employee Name _____

Employee Signature _____

Date _____