POSITION DESCRIPTION

1. POSITION DETAILS

Position Title	Environmental Adviser
Business or Service Unit	Corporate Systems & Regulatory Strategy
Position Manager	Environmental Services Manager
Position Location	Negotiable

2. POSITION PURPOSE

Carry out valid, technically robust assessments and provide recommendations in relation to WaterNSW developments and infrastructure and external users on WaterNSW land in a timely manner and ensure compliance with *Environmental Planning and Assessment Act 1979*, and other relevant environmental statutory requirements and guidelines and put safety first.

3. KEY ACCOUNTABILITIES

1) Ensure all activities are undertaken with the safety of people as the number one priority and at all times role model safe behaviour.

2) Provide timely and accurate specialist environmental advice to WaterNSW staff, local government and community on the appropriate application of the relevant planning provisions to be able to recommend the appropriate determination, conditions and environmental management standards that should apply to WaterNSW developments.

3) Liaise and negotiate with staff, contractors and consultants in relation to the technical and other information required to support a range of environmental activity types to meet legislation obligations.

4) Undertake environmental audits as part of the program to ensure environmental obligations are met and the performance of WaterNSW projects and activities continues to be improved in line with the business needs.

5) Critically assess and revise environmental policies, plans and procedures relevant to legislative requirements and responsibilities.

4. SIGNIFICANT EXTERNAL RELATIONSHIPS FOR WHICH THIS POSITION IS THE PRIMARY CONTACT

- State Government environmental regulators
- Proponents and their consultants

5. AUTHORITY LIMITS

- As per *Standing Delegations* instrument from time to time.

RECRUITMENT GUIDE: ENVIRONMENTAL ADVISER

1.   KEY COMPETENCIES

Individual Contributor	Team Leader	Manager	Executive
Decision Making Identifying and understanding issues, problems, and opportunities; comparing data from different sources to draw conclusions; using effective approaches for choosing a course of action or developing appropriate solutions; taking action that is consistent with available facts, constraints, and probable consequences.	**Decision Making** Identifying and understanding issues, problems, and opportunities; comparing data from different sources to draw conclusions; using effective approaches for choosing a course of action or developing appropriate solutions; taking action that is consistent with available facts, constraints, and probable consequences.	**Strategic Decision Making** Obtaining information and identifying key issues and relationships relevant to achieving a long-range goal or vision; committing to a course of action to accomplish a long-range goal or vision after developing alternatives based on logical assumptions, facts, available resources, constraints, and organizational values.	**Establishing Strategic Direction** Establishing and committing to a long-term business direction based on an analysis of systemic information and consideration of resources, market drivers, and organizational values.
	Developing Others Planning and supporting the development of individuals' skills and abilities so that they can fulfil current or future job/role responsibilities more effectively.	**Coaching** Providing timely guidance and feedback to help others strengthen specific knowledge/skill areas needed to accomplish a task or solve a problem.	**Coaching and Developing Others** Providing feedback, instruction, and development guidance to help others excel in their current or future job responsibilities; planning and supporting the development of individual skills and abilities.
Active Learning Demonstrating zeal for new information, knowledge, and experiences; regularly seeking and capitalizing on learning opportunities; quickly assimilating and applying new information. **Personal Growth Orientation** Actively pursuing development experiences to improve interpersonal and business impact.	**Selecting Talent** Evaluating and selecting internal and external talent to ensure the best match between the individual and the work requirements.	**Selecting Talent** Evaluating and selecting internal and external talent to ensure the best match between the individual and the work requirements.	**Building Organisational Talent** Establishing systems and processes to attract, develop, engage, and retain talented individuals; creating a work environment where people can realize their full potential, thus allowing the organization to meet current and future business challenges.
	Delegating responsibility Allocating decision-making authority and/or task responsibility to appropriate others to maximize the organization's and individuals' effectiveness.	**Delegating Responsibility** Allocating decision-making authority and/or task responsibility to appropriate others to maximize the organization's and individuals' effectiveness.	**Empowerment and Delegation** Sharing authority and responsibilities with others to move decision making and accountability downward through the organization, enable individuals to stretch their capabilities, and accomplish the business unit's strategic priorities.
	Leading Through Vision and Values Keeping the organization's vision and values at the forefront of associate decision making and action.	**Selling the Vision** Vividly communicating a compelling view of the future state in a way that helps others understand and feel how business outcomes will be different when the vision and values become a reality.	**Selling the Vision** Vividly communicating a compelling view of the future state in a way that helps others understand and feel how business outcomes will be different when the vision and values become a reality.
Work Standards Setting high standards of performance for self and others; assuming responsibility and accountability for successfully completing assignments or tasks; self-imposing standards of excellence rather than having standards imposed.	**Driving for Results** Setting high goals for personal and group accomplishment; using measurement methods to monitor progress toward goals; tenaciously working to meet or exceed goals while deriving satisfaction from that achievement and continuous improvement.	**Driving for Results** Setting high goals for personal and group accomplishment; using measurement methods to monitor progress toward goals; tenaciously working to meet or exceed goals while deriving satisfaction from that achievement and continuous improvement.	**Passion for Results** Driving high standards for individual, team, and organizational accomplishment; tenaciously working to meet or exceed challenging goals; deriving satisfaction from goal achievement and continuous improvement.
Managing work Effectively managing one's time and resources to ensure that work is completed efficiently.	**Planning and Organising** Establishing courses of action for self and others to ensure that work is completed efficiently.	**Driving Execution** Translating strategic priorities into operational reality; aligning communication, accountabilities, resource capabilities, internal processes, and ongoing measurement systems to ensure that strategic priorities yield measurable and sustainable results.	**Driving Execution** Translating strategic priorities into operational reality; aligning communication, accountabilities, resource capabilities, internal processes, and ongoing measurement systems to ensure that strategic priorities yield measurable and sustainable results.
Adaptability Maintaining effectiveness when experiencing major changes in work responsibilities or environment; adjusting effectively to work within new work structures, processes, requirements, or cultures.	**Facilitating Change** Encouraging others to seek opportunities for different and innovative approaches to addressing problems and opportunities; facilitating the implementation and acceptance of change within the workplace.	**Leading Change** Identifying and driving organizational and cultural changes needed to adapt strategically to changing market demands, technology, and internal initiatives; catalyzing new approaches to improve results by transforming organizational culture, systems, or products/services.	**Leading Change** Identifying and driving organizational and cultural changes needed to adapt strategically to changing market demands, technology, and internal initiatives; catalyzing new approaches to improve results by transforming organizational culture, systems, or products/services.

2.   MANDATORY KNOWLEDGE AND QUALIFICATION REQUIREMENTS

- Degree in environmental management/engineering/planning, Natural Resource Management or related discipline.
- Extensive knowledge of the *Environmental Planning and Assessment Act 1979* as it relates to the assessment of infrastructure projects and activities.

3.   MANDATORY EXPERIENCE

- Demonstrated extensive knowledge and experience in environmental impact assessment or environmental management in relation to infrastructure.
- Experienced communicator, negotiator and problem solver.

4.   EXPERIENCE THAT WILL BE VIEWED FAVOURABLY BUT IS NOT MANDATORY

- Experience in undertaking environmental site inspection and/or environmental audits
- Good working knowledge of the planning system, environmental law and regulatory requirements in NSW and key issues in relation to water supply infrastructure.
- Demonstrated ability to critically analyse and evaluate key issues, recommend innovative solutions to complex problems and to evaluate their effectiveness.
- Graduate qualifications in environmental planning, Engineering, Science, Natural resource Management or similar

5.   KEY CHALLENGES

- Keep up to date on the rapid expansion of new scientific and technical information, and the development of emerging tools and technologies.
- Negotiating with WaterNSW project managers, consultants, contractors and external stakeholders on the contents of environmental impact assessment documents and approval conditions for complex and/or contentious projects and activities.