

POSITION DESCRIPTION

1. POSITION DETAILS

Position Title	Water Monitoring Team Leader
Business or Service Unit	Operations
Position Manager	Area Manager
Position Location	Various

2. POSITION PURPOSE

To control and provide supervision in the operation and management of water monitoring networks and the collection, analysis, management and dissemination of accurate water monitoring data, ensuring timely provision accuracy and quality for all stakeholders and to put safety first.

3. KEY ACCOUNTABILITIES

- (1) **Safety:** ensure all activities are undertaken with the safety of people as the number one priority and at all times role model safe behaviour.
- (2) **People Management:** To provide technical advice and supervision, train, schedule work programs and coordinate resources within the assigned region to effectively deliver operational requirements. Deploying people resources in the most effective and efficient manner to ensure resources are optimised. Lead a multidisciplinary team to deliver the collection, analysis, management and dissemination of accurate water monitoring data, ensuring team members have the technical capabilities to deliver the required water monitoring products, ensuring accuracy and quality for all stakeholders
- (3) **Project Management:** Ensure the effective installation of new, or refurbishment of existing, water monitoring sites including procurement of materials and management of contractors, appropriate to the needs of the network and in a cost-effective manner.
- (4) **Customer Interaction:** To provide high level service to internal and external customers by managing water monitoring networks and sites according to WaterNSW and client needs.
- (5) **Technical leader:** To provide specialist technical advice by developing and presenting water monitoring information products such as oral presentations, written reports and procedures as requested.
- (6) **Continuous Improvement** Lead and support continual improvement of the implementation and maintenance of quality assurance systems, management of audit programs and contribute to the development of work instructions and procedures.
- (7) **Field delivery:** Supervise the coordination, collection, verification and archiving of high quality and consistent water monitoring data and information from the broader network according to defined criteria and organisation standards. Manage, operate and maintain a broad network of water monitoring infrastructure, instruments and data bases for the collection and transmission of water monitoring data to organisation standards.

- (8) **Rating table reviews:** Supervise and monitor the analysis of relevant water monitoring data to maintain accurate hydrographic ratings tables.

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

- Clients for specific data requirements.
- Landholders for site management issues
- Field services contractors, as required.

5. AUTHORITY LIMITS

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

6. MANDATORY KNOWLEDGE AND QUALIFICATION REQUIREMENTS

- Undergraduate degree or Diploma in Water Operations (hydrography), Science, Engineering, Asset Management or equivalent experience in an appropriate field.
- A current Driver's Licence.

7. MANDATORY EXPERIENCE AND CAPABILITY (PROVEN AND DEMONSTRATED)

- Strong experience in the collection, storage and management of environmental monitoring data.
- Good knowledge of water management issues and environmental processes.
- Strong swimming experience

8. EXPERIENCE OR QUALIFICATIONS THAT WILL BE VIEWED FAVOURABLY

- Current First Aid Certificate, Boat Licence, and willingness to 4WD
- Project Management and contract management experience
- Working knowledge of and ability to develop procedures within a quality assurance framework.
- Proven supervisory experience with the ability to provide leadership, develop teamwork, provide training for staff and to continuously improve operational performance

9. KEY CHALLENGES

- Maintaining effective communications with managers, team leaders, water monitoring peers, and instrumentation staff.
- Adoption and implementation of WH&S policies / procedures/guidelines in a dynamic and complex workplace.
- Operating in a fast-paced technical environment
- Coordination of field work in isolated locations requiring overnight travel.