**Business Unit: Operations  
Reporting to Position Manager: Catchment Team Leader/ Fire Program Manager/ Catchment Officer**

## Position Purpose

Implement and supervise a range of land and recreation management activities to protect water quality, catchment values and to put safety first.

## Key Accountabilities

1. **Safety:** ensure all activities are undertaken with the safety of our people and visitors as the number one priority and always role model safe behaviour.
2. **Values:** behave and make decisions in accordance with the WaterNSW Values at all times.
3. Implement, supervise and report on assigned land management/maintenance activities. Ensure effective monitoring of work health and safety, site conditions, equipment maintenance and quality of work delivery.
4. Develop, review, and implement WHS and environmental work procedures to ensure productivity, quality, safety and environmental requirements are met.
5. Identify and deliver land management/maintenance activities including development of scopes of work for routine activities to ensure that work is delivered to best practice standards.
6. Supervise land management/maintenance activities performed by contractors and team members across multiple sites.
7. Ensure land management/ maintenance activities are completed to time, budget and quality standards and operational effectiveness/efficiencies are maintained and improved.
8. Ensure the accurate capture and documentation of catchment and maintenance activities as required using corporate information systems.
9. Participate as a team member in the implementation of regulations and compliance within the legislation available to WaterNSW for catchment and water quality protection, land management and asset protection within the declared catchments.
10. Participate in incident response in accordance with the Corporate Incident Procedure and skill levels.

## Key Challenges

* Ability to work independently in a remote area, at times alone and under challenging weather conditions
* Able to work away from home for periods of time (up to one week per month) and outside of standard hours
* Able to adapt to changing work requirements at short notice
* Dealing with members of the public from a visitor and compliance capacity
* Ensuring all operational and maintenance activities are compliant with environmental, legislative and safety guidelines

## Significant Internal Relationships

|  |  |
| --- | --- |
| Stakeholder | Purpose of Relationship |
| Operational Teams  Catchment Protection teams | Field level co-ordination and development and reporting of catchment and recreational work plans |

Only nominate key internal relationships or groups of employees (i.e. field based teams) outside of the immediate team with whom this person will have significant regular contact.

## Significant External Relationships

|  |  |
| --- | --- |
| Stakeholder | Purpose of Relationship |
| * Government regulators such as Department of Planning Environment & Industry, Fisheries, NPWS, EPA, RFS and local councils | Field level co-ordination |
| * Contractors | Day to day management and supervision |
| * Members of the community and private landholders | Field level interactions with neighbours and visitors |

## Delegations, Financial Accountabilities & Freedom to Act

As defined in the WaterNSW Financial Delegations as varied from time to time.

## WaterNSW Leadership & Performance Competencies

|  |  |  |
| --- | --- | --- |
| People | Level |  |
| Awareness & Personal Resilience | A | * Recognises own emotions and their effects, and is always aware of own response to pressure and change * Uses effective strategies to stay calm and composed under pressure * Continuously demonstrates personal integrity, honesty and sincerity * Recognises when to ask for support when under stress |

|  |  |  |
| --- | --- | --- |
| Customer | Level |  |
| Customer & Service Responsiveness | A | * Uses appropriate questioning techniques to understand the underlying issue for a customer * Takes responsibility for delivering on promises made * Takes responsibility to resolve or escalate customer issues * Understands own and team’s impact on the customer and services provided |

|  |  |  |
| --- | --- | --- |
| Business | Level |  |
| Safety & Risk Management | A | * Identifies risks and opportunities and seeks advice accordingly * Follows policies and procedures relating to the work area * Identifies safety risks and hazards and implements appropriate controls * Raises issues and concerns in relation to risks |
| Analysis & Problem Solving | A | * Finds and uses information from a variety of sources when solving problems * Diagnoses the root cause of a problem to ensure solutions are effective * Uses logic and common sense principles to understand problems and identify solutions * Implements solutions within own work |
| Continuous Improvement | A | * Identifies everyday process improvements and ideas within each team and takes ownership to lead and implement * Adopts new ideas and approaches with positive attitude * Identifies wastes and implements practices to minimise these * Has basic knowledge of continuous improvements tools and techniques |
| Planning & Delivering Results | A | * Completes work in a timely manner to expected standards * Identifies issues or roadblocks, looks to solve first and if needed advises upwards * Plans and organises work by drawing on necessary tools and resources * Monitors the progress of plans and deliverables * Identifies more critical and less critical activities; adjusts priorities when appropriate * Displays drive and a clear focus on achieving results |

## Mandatory Candidate Requirements

**Qualifications:**

* Current NSW Drivers Licence

**Knowledge:**

* Knowledge of vertebrate pests and weed species including techniques and equipment to undertake control; and/or
* Knowledge of facilities and grounds maintenance in a public recreational setting; and/or
* Knowledge of landscape level bushfire mitigation and suppression

**Experience:**

* Experience implementing land management programs including pest animal and weed control programs, bushfire mitigation and suppression, and/or maintenance of recreational facilities and grounds
* Experience in the implementation of WHS Systems including site inductions, WHS risk assessments and supervision of the safety of staff and contractors
* Experience in supervising small field teams (internal and contracted) across a geographically dispersed area
* Effective interpersonal, negotiation, and communication skills

## Favourable Candidate Requirements

* Certificate III in Conservation and Land Management (or higher) or relevant trade/experience
* Ability to drive a 4WD vehicle or willingness to undertake training
* Australian Qualifications Framework Level 3 (AQF3) accreditation (as required under the Pesticides Act 1999) or willingness to obtain
* Coxswain (Near Coastal) Grade 2/ Exemption 38 or willingness to obtain, subject to business need
* Trim and cut felled trees (or higher) chainsaw qualifications or willingness to obtain
* Bush Firefighter (BF) or above
* Ability to implement incident management response plans and SOPs
* Understanding of land management issues in a water catchment environment
* Physical fitness and willingness to carry out required tasks of the role including remote field work, in all weather conditions, for prolonged periods of time including frontline incident response
* Willing to fly in small aircraft and helicopters
* Willingness to participate in an incident roster system as required

## Pre-Employment Checks Required

* Identification
* Qualifications
* Drivers Licence
* Pre-employment Medical (Field based)
* Police Check
* Working with Children Check