

Role Description

(Non-Manager)



Role Title: District Field Officer

Group: Environment, Heritage and Sustainability

Classification Level: OPS2

Branch/Region/Unit: Natural Resources, SAMDB

CHRIS Position Number: M20926

Reports to (Title): Senior District Officer

Our Organisation

The Department for Environment and Water (DEW) is committed to providing a highly supportive work environment that values the participation and contribution of every employee in shaping the future of the department. DEW is a high performing organisation that encourages excellence, improvement and growth at both an organisational and individual level. DEW has a flexible approach to doing business and is committed to ensuring our people have flexibility around the number of hours worked, scheduling of hours and location of work. Everything we do is underpinned by our core values and consequently we value and respect our people; we encourage active participation and leadership; we continuously seek to be better and we achieve results.

Purpose

Environment Heritage and Sustainability Division

Develop and deliver policy and action that protects built and natural heritage, supports climate change adaptation and mitigation, delivers a resilient Adelaide, establishes arrangements for landscape management and partners with boards and councils to deliver their strategic objectives.

About the Branch/Business Unit

- Extends from the top of the Mount Lofty Ranges across the rangelands and southern Olary plains to the NSW and Victorian borders. In the south are the River Murray Lakes and Mallee. The River Murray and vast wilderness parks are prominent features of the region. The main townships include those in the Riverland, plus Blanchetown, Burra, Eudunda, Karoonda, Lameroo, Mannum, Meningie, Mt Barker, Morgan, Murray Bridge, Pinnaroo, Robertstown, Strathalbyn and Tailem Bend.
 - Has agriculture as the basis of the regional economy, including intensive irrigation along the River Murray corridor, Mallee groundwater irrigation for horticulture and the diverse enterprises of the Eastern Mount Lofty Ranges. Dryland cropping and grazing occurs in the southern areas, while grazing occurs in the north.
 - Is dominated by very large areas of nature conservation in public lands and parks, Heritage Agreements on private land and on properties run by philanthropic organisations. The region is home to a number of endangered species.
 - Extends over 70,000 km², and incorporates part of 15 local government areas, with a population of ~127,000 people plus visitors.
 - The statutory community-based SAMDB Natural Resources Management Board, in partnership with community, industry and all three levels of government, leads direction and priority-setting for the management of natural resources in the region. It regularly monitors achievement of the regional plan, as well as its own role in the region's collective effort. The Board's own programs, delivered by Natural Resources SAMDB, are funded by Commonwealth and State grants and NRM levies, complementing significant investments by landholders themselves. The Board is accountable to the Minister and the community.
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About the Role

The District Field Officer is an operational role for supporting land managers to ever better manage their natural resources through a whole of landscape approach to Natural Resources Management. The District Field Officer contributes to the implementation, monitoring of and reporting on the relevant District Plan, and delivers on ground works, activities and minor projects aimed at threat abatement and other NRM related issues on public and private lands across landscapes in the SAMDB region.

Key Role Outcomes

- Sound relationships and networks are maintained with landholders and the community to provide best practice technical advice and support that assists with species identification, and planning and management of landscapes.
 - Priority threat abatement on-ground works and activities, which address existing and potential issues, are managed and delivered on time and within budget.
 - Practical contribution is made to landscape restoration programs with cooperative community involvement in threatened species management, fire management, threat abatement and pest plant and animal control.
 - As an Authorised Officer, potential compliance issues on public and private properties are identified, documented and management of the issue is supported.
 - Work is undertaken in line with expected delivery objectives and operational guidelines.
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Key Relationships

- Staff and management of the District Teams, NR SAMDB and DEW
 - Landholders, Community, Traditional Owners and Industry
 - NRM Groups
 - Local, State and Federal Government agencies.
 - Representatives of key community organisations, volunteers, conservation groups and research organisations
 - Country Fire Service at Regional, Group & Brigade level
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Special Conditions

- The position will be located at an office within the NR SAMDB region.
 - The incumbent is required to work alone in a field environment, including working in adverse conditions from time to time.
 - Must hold a current drivers' license and be prepared to undertake 4WD training.
 - Some out of hours work, intrastate travel involving overnight absences from home and attendance at public meetings out of normal office hours may be required.
 - All staff are encouraged to wear the appropriate uniform in any public setting to represent the NR SAMDB region in a professional manner.
 - May be required to work on weekends and public holidays for which a loading will be paid
 - The incumbent must be willing to undertake and satisfactorily complete within a reasonable period of commencing in the role accredited training that relates to the administration of the Natural Resources Management Act.
 - This role has been designated as a Position of Trust pursuant to the standards required in the Australian Government Protective Security Policy Framework. By applying for this role you consent to being screened under the process of obtaining a National Police Clearance (NPC), and to the Department requiring you to obtain a National Police Clearance (NPC).
 - Will be required to participate in fire management or associated duties.
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Core Competencies	Elements	Behavioural Indicators
Shapes Strategic Thinking and Change	Motivating Others	<ul style="list-style-type: none">• Participates in planning common goals for the team.• Uses own drive to foster energy and personal sense of achievement.
Achieves Results	Assuming Accountability	<ul style="list-style-type: none">• Establishes own credibility by demonstrating personal competence and technical expertise.• Willingly accepts responsibility for own work.
	Delivering Effective outcomes	<ul style="list-style-type: none">• Works with line manager to solve problems and overcome challenges• Is clear about the priorities for the role and completes tasks

		within agreed timeframes and standards.
Drives Business Excellence	Optimising Performance	<ul style="list-style-type: none"> • Works collaboratively with team members to achieve set goals. • Actively monitors own performance and participates in performance review and development processes with their line manager.
	Promoting Customer Service	<ul style="list-style-type: none"> • Seeks to understand the requirements of diverse customers. • Works effectively at the front line with a diverse customer base, including Traditional Owners and landholders.
Forges Relationships and Engages Others	Influencing and Negotiating	<ul style="list-style-type: none"> • Provides accurate information in a timely way to appropriate groups upon request. • Is proactive in keeping their line manager informed of work progress.
	Communicating and Managing Conflict	<ul style="list-style-type: none"> • Maintains composure and a friendly demeanour in dealing with others • Readily responds to requires for information and follows through on undertakings.
Exemplifies Personal Drive and Professionalism	Displaying Flexibility and Resilience	<ul style="list-style-type: none"> • Accepts changes required to their job role in a positive manner. • Embraces new learning that may be required to adapt successfully to changes in the job role.

Technical, Professional/knowledge and Experience (including qualifications)

Analytical Thinking

- Recognises and communicates the implications of relevant data/ information.
- Seeks out relevant information and details when beginning a new piece of work.

Planning and Organising Work

- Allocates appropriate amounts of time for successfully completing their workload.
- Communicates early on with their manager if there are circumstances that will prevent them from meeting deadlines.

Problem Solving

- Uses common sense and past experiences to approach problems and provide options to their manager for resolving the issue.
- Is aware of acts, regulations, policies and guidelines that might be needed in the resolution of a problem.

Technical Knowledge

- Demonstrates a good understanding of pest animal and plant control techniques and methodologies.
- Knowledge of nature conservation land management principles and practices including fire, weed and vermin control, habitat restoration and associated threat abatement.

Professional Expertise

- Shares ideas with team members and keeps others informed of progress and issues which may impact on the team
- Is effective in collaborating appropriately with relevant stakeholders.
- Has in depth knowledge and grasp of the *Natural Resources Management Act 2004* and other relevant legislation.
- Basic proficiency with MS Office products and GIS.

Tertiary Qualifications

- An appropriate tertiary qualification in natural resources management, park management, environmental science, agricultural science or equivalent would be an advantage

Work, Health and Safety

Contribute to Workplace Safety

- Accepts responsibility for own and others safety.
 - Actively participates in consultation about work, health and safety issues.
 - Identifies and reports hazards and identifies risk controls where appropriate.
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Corporate Responsibilities

- Demonstrate appropriate and professional workplace behaviours that are in line with the Code of Ethics for the South Australian Public Sector.
 - Maintain a commitment to EEO, Diversity, Ethical Conduct, and record keeping within legislative requirements, according to the principles of the Public Sector Act 2009.
 - Actively participate in the Department's Performance Development and Review Program.
 - Demonstrate appropriate and professional workplace behaviours that align closely with the White Ribbon message.
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DEW Branch:	NRM_SAMDB	Date approved:	19/8/19
DEW Group:	Environment, Heritage and Sustainability	Classified:	YES