

Role Description

(Non-Manager)



Role Title: Urban Greening Officer

Division: Environment Heritage and Sustainability

Classification Level: ASO5

Branch/Unit: Green Adelaide

CHRIS Position Number: P63329

Reports to (Title): Urban Greening Lead

Our Organisation

The Department for Environment and Water (DEW) works to help South Australians conserve, sustain and prosper. Our work is critical to South Australia's future social, environmental and economic prosperity and well-being. We aim to be a flexible, responsive and influential adviser to Government and we deliver high quality policy, programs and assets across our wide and diverse portfolio of responsibilities. We have embraced technology that enables our people to have impact no matter where they live or how they work. Collaboration, diversity, inclusion, customer service and outcomes all matter to us. We work in partnership with community, traditional owners, industry and stakeholders to get results.

Purpose

The Environment, Heritage and Sustainability Division develops and delivers 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

The Green Adelaide Branch, Department for Environment and Water, provides support to the Green Adelaide Board and seeks to facilitate and deliver the Board's Business Plan. The Board is established by the Minister for Environment and Water under the Landscapes SA Act 2019 and seeks to create Adelaide as a cool, green and water-sensitive city that encourages engagement with the natural environment from the urban community of 1.3 million people. Green Adelaide delivers a "hills to sea" integrated catchment approach with a target to have Adelaide proclaimed a "national park city" and to promote the biodiversity, coastal values, nature-connectedness and sustainable use of water resources across the metropolitan area. Partnerships and collaboration with all levels of government and non-government organisations, the community and Kaurna is at the heart of delivering the programs of Green Adelaide.

About the Role

The Urban Greening Officer is responsible to the Urban Greening Lead for contributing to the delivery of Green Adelaide's operational program of work, in accordance with the Green Adelaide Regional Landscape Plan. The Urban Greening Officer will coordinate and administer projects and provide advice and support in the facilitation of networks with local and state government, Kaurna, industry, NGO and research partners to enable collaboration and co-investment in urban greening.

Key Role Outcomes

- The Board's Regional Landscape Plan Urban Greening priorities are coordinated, implemented and delivered, on time, on budget and to a high standard.
- Relationships are proactively facilitated, which enable collaboration and co-investment in urban greening.
- Managers, stakeholders and the community are provided with advice and support that assists with progressing urban greening outcomes across metropolitan Adelaide.
- Relevant, effective and adaptive partnerships with key internal, external, local and national partners, including local and state government, NGOs, industry organisations and technical experts are established and maintained.
- The work of the Board is promoted through a range of media including publications, print media, presentations, workshops and forums.
- Reporting on the Board's measures and achievements to partners and the community is organised, technically sound and of an acceptable standard.
- Arrangements between Green Adelaide and the Kaurna Miyurna in relation to urban greening are facilitated through liaison with Green Adelaide's Aboriginal Partnerships team.

Key Relationships

- Reports to the Urban Greening Lead
- Green Adelaide teams
- Other SA Public Sector agencies
- Local Councils
- NGOs, academia
- Kaurna Miyurna
- Relevant industry and peak bodies

Special Conditions

- May be required to participate in fire management and associated duties
- Current class "C" driver's licence and willingness and ability to safely operate a 4wd is essential
- Some out-of-hours work may be required as part of the position
- May require some intra/interstate travel

Core Competencies	Elements	Behavioural Indicators
Shapes Strategic Thinking and changes	<ul style="list-style-type: none"> • Thinking and acting Strategically 	<ul style="list-style-type: none"> • Raises potential options for consideration arising from research analysis
Achieves Results	<ul style="list-style-type: none"> • Delivering Effective Outcomes 	<ul style="list-style-type: none"> • Works with key stakeholders to problem solve overcoming challenges and facilitate the achievement of outcomes
Drives Business Excellence	<ul style="list-style-type: none"> • Optimising performance 	<ul style="list-style-type: none"> • Works collaboratively with team members to achieve team and individual goals
Forges Relationships and Engages Others	<ul style="list-style-type: none"> • Communicating and managing conflict 	<ul style="list-style-type: none"> • Presents technical information verbally and in writing so it can be clearly understood by the audience and does not use jargon
	<ul style="list-style-type: none"> • Establishing and maintaining networks 	<ul style="list-style-type: none"> • Builds collaborative relationships based on an understanding of stakeholder priorities / objectives
Exemplifies Personal Drive and Professionalism	<ul style="list-style-type: none"> • Modelling public sector values 	<ul style="list-style-type: none"> • Is discreet and maintains confidentiality • Earns respect and builds trust by being personally reliable and following through on commitments
	<ul style="list-style-type: none"> • Displaying flexibility and resilience 	<ul style="list-style-type: none"> • Adapts to new situations while maintaining achievement of outcomes • Presents a positive and composed manner even in stressful situations

Technical, Professional/Knowledge and Experience (including qualifications)

- Understands the issue or problem that needs to be addressed or solved and can critically examine the possible causes and identify solutions.
- Takes a planned approach to organising work using available tools.
- Demonstrates a fundamental and current understanding of project management including planning, procuring, risk managing, implementing and review projects.
- Knowledge of the legislation and issues affecting natural resource management across the Green Adelaide region, particularly as they relate to urban greening.
- Demonstrated experience in establishing and maintaining strong, extensive and productive networks with various internal and external stakeholders to achieve effective outcomes.
- Demonstrated experience conducting thorough research and critical analysis on information from a wide range of sources to identify opportunities and make conclusions about their value in a given context.

- Demonstrated experience writing a variety of accurate well-articulated correspondence that meet the informational needs of different internal and external stakeholders.
- An appropriate tertiary qualification in natural resource management, environmental science, social sciences or equivalent is desirable.

Work Health and Safety

- Leads and participates in health and safety discussions in the workplace.
- Identifies hazards, assesses risks and implements procedures for controlling risks.
- Provides workplace safety information and advice where relevant.
- Applies procedures for dealing with incidents and emergency events as required.

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.

DEW Branch:	Green Adelaide	Date classified:	2 July 2025
DEW Division:	Environment Heritage and Sustainability	Classified:	Full RLA