

# Role Description

(Non-Manager)



**Our purpose – Helping South Australians Conserve, Sustain and Prosper.**

**Role Title:** Field Officer

**Division:** Water and River Murray Division

**Classification Level:** OPS3

**Branch/Unit:** Water Infrastructure & Operations / South East Drainage Operations Unit

**CHRIS Position Number:** M21708

**Reports to (Title):** Environmental Manager, Land and Flows Management

**About the Agency –** [Department for Environment and Water](#)

## About the Role

The Field Officer is an operational role which supports the implementation of the Adaptive Flows Management Strategy, designed to assist in mitigating the threatening salinity concern in the South East and the risks associated with flooding, ensuring there are critical environmental flows within the Upper and Lower South East Region. The Field Officer contributes to the implementation, monitoring of and reporting on the installation of telemetered monitoring stations at targeted sites and delivers on ground works, activities and minor projects which will be used to inform operation of the South East Drainage Network.

## Key Role Outcomes

- The telemetered monitoring system is monitored and validated, and the related data and information is acquired and securely maintained.
- The regulating infrastructure within the region is maintained and reliable and timely operational analysis and advice is provided.
- Suitable monitoring and weir infrastructure is properly installed in the correct locations.
- Small projects and on-ground works are managed and delivered on time and within budget.
- Operational support is provided to the Senior Technical Officer to ensure the South East Drainage Network is effectively managed in line with regional expectations and under the determination of the South East Water Conservation and Drainage Act 1992 and associated regulations and with regard to water planning and management.
- Work proposals, quotations and funding applications are developed in consultation with various agencies and regional stakeholders.

## Essential Criteria (including qualifications)

**[Must be addressed by candidates in written application letter (max 3 pages) in addition to CV unless advertisement advises otherwise]**

- Experience with or is willing to learn hydrological monitoring infrastructure/equipment installation, operation or maintenance.
- Experience in management and maintenance of data and information.
- Knowledge of and experience in using geographic positioning and other basic survey tools.

- Knowledge of and experience in using basic spreadsheets, relational and spatial database applications.
  - Demonstrated ability to work autonomously.
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## **Desirable Criteria**

- An appropriate qualification in hydrography is desirable e.g. Diploma of Water Industry Operations.
  - General knowledge of safe boating practices and working near water.
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## **Key Relationships/Interactions**

- Maintains a close working relationship with the Operations and Maintenance team and stakeholders, Community, Traditional Owners and Industry.
  - DEW SE Regional staff
  - Working with the Water Science & Monitoring Unit of Strategy, Science & Corporate Services Branch.
  - Local, State and Federal Government agencies and other statutory boards and regional groupings.
  - Liaises with individual landholders, community groups and contractors.
  - Representatives of key community organisations, volunteers, industry groups, conservation groups and research organisations.
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## **Special Conditions**

- May be required to participate in responses to state emergencies or associated duties.
- You must be an Australian citizen, permanent resident, or provide evidence that you hold a valid working visa that allows you to work in Australia without restrictions.
- Prior to being employed, the successful applicant will be required to obtain a National Police Check.
- A current class “C” driver’s licence and willingness and ability to safely operate a 4wd is essential.
- A current First Aid Certificate will need to be attained.
- Wearing a company uniform during working hours and/or when representing the department is mandatory.
- May be required to undertake intra or interstate travel including travel in light aircraft, occasional overnight absences, attend public meetings, and work outside of the normal hours of work.
- The incumbent is required to work alone in a field environment, including working in adverse conditions from time to time.
- Will be required to wear appropriate PPE in accordance with Departmental policy. May be required to work on weekends and public holidays for which a loading will be paid.

Core Competencies	Elements	Behavioural Indicators
<b>Shapes Strategic Thinking and changes</b>	<ul style="list-style-type: none"> <li>• Motivating Others</li> <li>• Thinking &amp; Acting Strategically</li> </ul>	<ul style="list-style-type: none"> <li>• Considers each person as an individual when deciding how to work with them rather than being prescriptive in their approach.</li> <li>• Motivates others by involving them in planning common goals for the team.</li> <li>• Can identify and articulate potential issues and implications</li> </ul>
<b>Achieves Results</b>	<ul style="list-style-type: none"> <li>• Assuming Accountability</li> <li>• Making Decisions</li> </ul>	<ul style="list-style-type: none"> <li>• Establishes own credibility by demonstrating personal competence and technical expertise.</li> <li>• Shows initiative in moving projects forward and dealing with potential problems.</li> <li>• Ensures decisions taken abide by relevant legislation, regulations and policies.</li> <li>• Knows when to seek further information, clarify issues or involve others in the decision making process.</li> </ul>
<b>Drives Business Excellence</b>	<ul style="list-style-type: none"> <li>• Optimising Performance</li> <li>• Directing Resources</li> </ul>	<ul style="list-style-type: none"> <li>• Works collaboratively with team members to achieve team and individual goals.</li> <li>• Has a good understanding of team members' skills and strengths and uses this knowledge to achieve tasks effectively.</li> <li>• Re-negotiates timeframes when unexpected issues arise.</li> </ul>
<b>Forges Relationships and Engages Others</b>	<ul style="list-style-type: none"> <li>• Establishing and Maintaining Networks</li> <li>• Communicating and Managing Conflict</li> </ul>	<ul style="list-style-type: none"> <li>• Builds trust in relationships through maintaining confidentiality and 'follow through.'</li> <li>• Shows tolerance and consideration for others by accepting diverse opinions and approaches non-judgementally.</li> <li>• Presents technical information so that it can be clearly understood by the audience and does not use jargon.</li> <li>• Recognises and deals with conflict well before it advances to a formal level.</li> </ul>
<b>Exemplifies Personal Drive and Professionalism</b>	<ul style="list-style-type: none"> <li>• Displaying Flexibility and Resilience</li> </ul>	<ul style="list-style-type: none"> <li>• Is flexible in handling changing priorities.</li> <li>• Adapts to new situations while maintaining achievement of outcomes.</li> </ul>

## 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](#) and the [South Australian Public Sector Values](#).
- Maintain a commitment to Equal Employment Opportunity, Diversity, Ethical Conduct, and record keeping within legislative requirements, according to the principles of the *Public Sector Act 2009*.
- Exhibit and promote the behaviours in line with *The way we work* outlined in the [DEW Corporate Plan](#).
- Actively participate in the Department's Performance Review and Development Program.
- Demonstrate appropriate and professional workplace behaviours that align closely with the White Ribbon message.
- Champion positive behaviours and conduct during all interactions with children and young people always adhering to the Child Safe Environment Policy and Procedure & Guideline.

Date Delegate approved original classification:	21/08/2019	Original Class method:	Full
Updated:	RD Update only	Date this version approved by delegate:	27/02/2026

Approved