

Role description

General information

Title:	Operations Manager, HPAI Response Program			Classification:	ASO7
Division:	Biosecurity	Branch:	Animal Biosecurity		Business unit: HPAI Response Program
Type of appointment:	Term Contract	Hours of duty:	37.5	Location:	Metropolitan Adelaide

About us

South Australia is internationally recognised for the quality of its agriculture, food, and wine. Our regions are the backbone of our state and the economic powerhouse that drives prosperity for all South Australians.

The Department of Primary Industries and Regions (PIRSA) is a key economic development agency working in partnership with our primary industries, regional stakeholders and across all levels of government to advance the prosperity and sustainability of South Australia's primary industries and regional communities.

We are a passionate team of around 800 people working across metropolitan and regional South Australia to develop and protect our state's regions and food, wine, aquaculture, fisheries, forestry, grains, livestock, dairy and horticulture industries.

Purpose

The Operations Manager is a leading member of the HPAI Response Program's Incident Management Team (IMT) and leads the Operations function supporting preparedness, response and recovery activities. The role's primary purpose is to oversee processes, manage resources, optimise workflows, and ensure Operations' functions align with the Program's Plans and strategic goals. The Operations Manager leads the Operations function, coordinating people, resources and activities to deliver the objectives of the HPAI Response Program and approved response plans.

The role contributes to delivering the agency's [priorities](#) by managing and coordinating human and physical resources assigned to the Operations function and working in collaboration with the IMT and across the Department, to ensure the Program objectives are delivered.

Key accountabilities

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| <ul style="list-style-type: none"> Participating in the program by representing and leading the Operations function, including compliance, field operations and laboratory interface activities. Providing leadership to operational teams within delegated authority to ensure delivery of high-quality responsive activities, development of capability and a cohesive team environment. Implementing the Program's Plans by assigning tasks, deploying human and physical resources, monitoring activities and consulting on changes. | <ul style="list-style-type: none"> Contributing to the development of the Program's Plans and other response requirements. Monitoring and communicating the Program's activities and progress, including reporting of activities, emerging risks, resourcing status and operational expenditure. Developing and managing effective relationships with key internal and external stakeholders to ensure efficient and effective activities are implemented. |
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Key deliverables / results

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| <ul style="list-style-type: none"> • Providing leadership for the effective delivery of Operations functions appropriate to the size and complexity of the Program. • Maintaining the Operations functions to deliver the Program's Plan's objectives. • Delivering expert advice in relation to operational activities, identifying problems and implementing appropriate solutions. • Ensuring human and physical resources are appropriately planned and allocated through operational planning, identifying and escalating critical issues and supporting resolution of operational gaps. | <ul style="list-style-type: none"> • Monitoring the implementation of the Program's Plan, ensuring compliance with PIRSA policies and procedures, and applying continuous improvement strategies. • Ensuring compliance with Work Health and Safety (WHS) requirements, including following WHS policies for all WHS incidents and hazard reports. • Fostering and maintaining effective relationships with the IMT, contractors, industry, local government, affected communities and other key stakeholders. |
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Relationships

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| <ul style="list-style-type: none"> • The Operations Manager is part of the HPAI Response Program team. • The role reports to the Program Manager, HPAI Response Program. • The Operations Manager is required to establish and maintain strong links with technical experts. | <ul style="list-style-type: none"> • The Operations Manager liaises and collaborates with other Program members and agency branches and develops and maintains positive working relationships across government and industry. • Roles reporting to this role include the Operations team for the HPAI Response Program. |
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Requirements

- Possession of a current driver's license and willingness to drive.
- Out of hours work and inter / intrastate travel may be required.
- Australian residency or current works permit is required (responsibility of applicant to provide evidence of a current work permit).
- You acknowledge your work, health and safety obligations and our expectations when [applying for a role](#).
- The incumbent will be required to undertake emergency management training and must be willing to participate in emergency preparedness, response and recovery activities required by government agencies.
- PIRSA works under the South Australian government's Protective Security framework. By applying for this role, you consent to obtaining and being screened under the process of a Nationally Coordinated Criminal History Check (NCCHC).

Qualifications

- Essential: Nil
- Desirable: Introduction to AIIMS training (Australian Interservice Incident Management System), Program management qualification and/or extensive experience in an operational leadership role.

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Capabilities

Capability	Behaviours
Professional and Technical Knowledge Demonstrates substantial knowledge and experience in emergency operations management and implementation of operational activities in accordance with relevant legislation, policies and frameworks.	- Maintains up to date knowledge and skills in incident management systems with ability to analyse complex problems and produce practical solutions with clear priorities. - Substantial experience relevant to role, including extensive experience, knowledge and competency in emergency operations management or similar. - Demonstrated ability to work effectively in a team, independently, and as a leader. - Demonstrated ability to analyse information, contribute to planning and develop operational approaches that support organisational priorities. - Ability to analyse complex problems and produce practical solutions with clear priorities. - Possess up to date knowledge of WHS and risk management processes relevant to emergency response and operational environments, and demonstrate sound skills in records management. - Understands biosecurity planning and has skills in developing and maintaining effective relationships at the local level, particularly with landholders, to deliver program outcomes and outputs. - Highly developed communication (oral and written) and interpersonal skills including sound conflict resolution and negotiation skills, and ability to brief/debrief personnel.
People Management Ensures work plans are established within the group; maintains staff capabilities and motivation to achieve group goals; demonstrate commitment to people to actively support direct reports to achieve agreed outcomes.	- Demonstrates confidence and leadership in ambiguous, turbulent and changing situations. - Provides leadership, direction and support to operational teams and team leaders, maintaining capability, motivation and alignment to program objectives. - Keeps team members informed of relevant issues which may impact upon them or the task. - Helps people to stay connected with their work and how it connects with the strategic directions of the agency.
Strategic Focus Maintains awareness of agency direction and program objectives and translates these into operational priorities	- Maintains a clear sense of strategic direction and translates into achievable actions by breaking it down into short term strategies. - Ensures own work and the work group is aligned with the group goals and within the department's strategic imperatives. - Creates Operational action plans that contribute to the achievement of strategic goals. - Anticipates and prepares for specific opportunities or problems that may not be obvious to others.
Relationship Building/Maintaining Develops productive working relationships with peers, staff and stakeholders by initiating contact, building rapport, understanding needs and delivering to expectations; able to relate to and communicate with people from diverse cultures, locations and ages.	- Articulates and builds understanding of the business and role of PIRSA at government, industry and community level. - Easily approached by others, developing and maintaining open two way communication channels. - Builds positive, genuine relationships in which to create shared frameworks and understandings.

HRMS no.:	TBA	ANZCO Code:	1112	Objective ID:	TBA
Delegate approval:	Executive Director, Biosecurity			Date:	17/07/2026
Approved and classified by People and Culture:	Senior HR Business Partner, Biosecurity				