

POSITION TITLE:	Natural Resource Management Technical Officer	POSITION NO:	2679
EMPLOYMENT TYPE:	Maximum Term Full Time		
CLASSIFICATION:	Level 4		
CERTIFIED AGREEMENT:	Officers	AWARD:	QLGIA
DEPARTMENT:	Infrastructure		
BRANCH:	Facilities, Parks & NRM		
REPORTS TO:	Manager Facilities, Parks & NRM		

ORGANISATIONAL VALUES: Honesty Respect Accountability Integrity Unity

1. PRIMARY ROLE

Coordinate the development and implementation of Natural Resource Management programs, policies and strategies across the South Burnett region to ensure compliance with federal and state legislation in partnership with Council and landholders.

2. KEY RESPONSIBILITIES

Key duties and responsibilities may include, but are not limited to:

1. Lead a Council team dedicated to improving and implementation of natural resource management services within the South Burnett Region.
2. Communicates directly with internal and external stakeholders and government agencies and make independent decisions that are consistent with current legislation, policy and guidelines.
3. Plan and coordinate Natural Resource Management activities undertaken within the local community and environmental weed control or revegetation in reserves or parks.
4. Assist in the development and implementation of Councils Flying Fox Roost Management Plan, Statement of Management Intent for Flying Foxes in Blackbutt and other requests for information on flying foxes. Supporting the Wild Dog and Feral Pig Syndicate groups in the South Burnett.
5. Assist in the implementation of Councils Biodiversity Strategy, Council reserve fuel load reduction program, community fire reduction planning workshops, assess and inspect roadside applications for vegetation clearing and roadside burning.
6. Design and implement the delivery of Councils weed and pest management services across Councils roadsides and reserves, RMPC weed spraying contract, landholder weed focus programs.
7. Effectively manage the human resources and assets assigned to the team including the provision of expert advice and guidance to managers and supervisors whilst ensuring the culture of the workgroup reflects the values of Council whilst preparing complex and technical reports for Council.
8. Contribute to the preparation of recurrent and capital budgets for pest management and monitor expenditure ensuring work programs are set and managed within budgetary constraints. Provide professional advice, and recommendations to Council on current projects, as guided by operational, legislation and "best practice" requirements and develop and implement rehabilitation plans and practices for environmentally sensitive work sites of Council.
9. Supervise, lead and maximise the performance of the team by participating in the induction, recruitment, and training of employees, including the delivery of in-house training programs.

10. Complete additional activities and reasonable directions given by management.

3. ADDITIONAL FACTORS

- Participation in after hours and weekend work is a requirement of this position
- Level of fitness required to undertake a broad range of physical tasks
- Working outdoors in hot conditions

4. ACADEMIC, TRADE QUALIFICATIONS AND OTHER LICENCES - MANDATORY

- Minimum requirement of a current C Class driver's licence
- Tertiary education or equivalent qualification and demonstrated experience in a relevant discipline (e.g. Conservation and Land Management).
- First Aid Certificate
- Agricultural Chemical Distribution and Control (ACDC) Licence or Australian ChemCert Licence

5. KEY SELECTION CRITERIA

1. Comprehensive knowledge of and experience in, applying legislation, statutory regulations and guidelines relevant to biosecurity, land management activities and conservation.
2. Ability to manage multiple projects with experience in the development and implementation of Natural Resource Management programs with regard to rehabilitation, restoration, weed and pest programs.
3. Well-developed oral and written communication skills and the ability to establish partnerships and present a variety of information to landholders, community groups and associated organisations.
4. Comprehensive understanding of and commitment to excellent customer service.
5. Sound level of keyboard and computer skills including knowledge of the MS Office Suite and Corporate Software Systems.

WORKPLACE HEALTH AND SAFETY

The employee will comply with their health and safety duties as detailed in the *Work Health and Safety Act 2011* and Council's Workplace Health and Safety Management System Plan. Employees will also comply with: -

- Their health and safety duties as stated in Councils procedure titled Work Health and Safety Duties and Responsibilities.
- Instructions given by the manager and/or supervisor in respect of the health and safety of themselves and other persons.

CUSTOMER SERVICE

The employee will provide excellent customer service to internal and external customers.

FRAUD, CORRUPTION AND RISK MANAGEMENT

- Report any risks identified (including fraud and corruption) in the performance of duties and responsibilities related to routine day to day activities and special projects.
- Participate and contribute to the conduct of a documented risk assessment that includes fraud and corruption prevention, evaluation, analysis and mitigation of Council's risk exposure.

INTELLECTUAL PROPERTY

Security of Council information viewed or accessed during the performance of duties is contained in the provisions of the Employee Code of Conduct. Subsequently, employees are required to ensure the security and appropriate intended use of Council information at all times.

AUTHORISATION	
General Manager Infrastructure: Aaron Meehan	Signature: 