

Environment Officer

Position Description

Directorate	Community and Environmental Services	Department	Environmental Services
Reports To	Senior Environment Officer	Direct Reports	No
Queensland Local Government Industry Award - State 2017 - Stream	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services.	Moreton Bay Regional Council Certified Agreement 2022 EBA5 Wage Level	Schedule 1, Level 3 to 4

Position Purpose

To undertake investigations of environmental related matters and deliver small scale environmental projects, providing contemporary and practical responses to environmental issues and positive environmental outcomes for the region.

Position Context

Having regard for the varying scope and complexity of work required to be performed by an Environment Officer, this position has been approved as a broad-banded position. The intent is to allow the appointment of team members at an appropriate level based on their professional experience in comparison to the complexity of the tasks they will manage.

Key Responsibilities and Outcomes

As an Environment Officer you will:

- Investigate, manage and report on environmental related matters, liaising as necessary with residents, stakeholders and government agencies.
- Monitor fauna, flora and waterways to measure and analyse ecological health, biodiversity and the outcomes of environmental programs and projects.
- Deliver environmental programs and projects, including project design, liaison with contractors and the completion of quality assurance audits.
- Provide residents, community groups and Council departments with general advice and assistance regarding native fauna and flora matters.
- Assist in the promotion of environmental programs and projects including attendance at events and workshops.
- Use all reasonable and practical measures to prevent or minimise environmental harm and comply with Council's environmental policies, protocols and procedures, reporting all environmental risks, hazards and incidents immediately to your leader.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.

Our Values

At Moreton Bay Regional Council we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a team member you will take individual accountability for demonstrating the values expectations and behaviours.

SERVICE

TEAMWORK

INTEGRITY

RESPECT

SUSTAINABILITY

Decision Making

Budget

N/A

Delegations

Delegations under the *Local Government Act 2009* and as directed and published in Council's Delegation Register

Knowledge & Experience

- Experience in delivering environment-related programs and projects that monitor, analyse, and measure the health of the environment, with a strong focus on stakeholder communication and engagement.
- Working knowledge of native flora and fauna and pest species that occur within the Moreton Bay Region.
- Highly developed verbal and written communication skills with the ability to present information in an effective manner to a range of stakeholders.
- Well-developed time management skills and the ability to manage multiple, at times conflicting, priorities, including meeting project deadlines.
- Well-developed people and relationship management skills with the ability to work in a positive team environment communicating and engaging effectively at all levels.

Success Profile

Level 3 - To perform this role the staff member will bring:

- An ability to undertake the role under general supervision.
- An ability to apply a working knowledge of native flora and fauna and native animal behaviour, to accurately monitor, analyse and process data records to internal standards.
- An ability to manage projects under general supervision, engaging and supervising contractors within established timeframes and implementing remedial project measures.
- An ability to manage time and work autonomously on assigned tasks.
- An ability to understand and apply Council policies and relevant environmental legislation to a range of situations consistently.
- Demonstrated ability to develop positive relationships within and external to Council.

Level 4 - To perform this role the staff member will bring:

- An ability to undertake the role under limited supervision.
- Highly developed investigative, analytical and research skills and the ability to use knowledge of native flora and fauna to manage wildlife incidents and respond to stakeholder concerns.
- Highly developed project management ability, engaging and supervising contractors within established timeframes and budgets, identifying and resolving remedial project measures and engaging with relevant stakeholders.
- Proficient time management and ability to work autonomously on assigned tasks, while proactively supporting the team.
- An ability to understand and apply Council policies and relevant environmental legislation to a range of situations, and identify solutions that balance Council and community expectations.
- Demonstrated ability to develop relationships within and external to Council, working positively in complex situations.

Qualifications

- Current C class driver's licence.

Remuneration and Progression

Positions will be established with a range of Level 3 to Level 4, and team members will be appointed based on their demonstrated skills and experience commensurate with this framework.

Progression between Levels 3 and 4 will not be automatic.

Reviews will be scheduled with each team member and progression will be assessed on an individual basis, with justification provided to the General Manager for their consideration utilising the Environment Officer Broad Banding Review Form, referencing the criteria outlined at each Level under this framework.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.