

# Department of Natural Resources and Environment Tasmania

## Statement of Duties

<b>Position title</b>	River Health and Freshwater Engagement Officer
<b>Position number</b>	708805
<b>Division/Business Unit/Branch</b>	Primary Industries and Water / Agriculture and Water / Water Policy and Planning
<b>Award/Agreement:</b>	Tasmanian State Service Award
<b>Classification</b>	General Stream, Band 5
<b>Position Status</b>	Permanent
<b>Full Time Equivalent (FTE):</b>	1.0 FTE (minimum 0.80 FTE, by negotiation)
<b>Ordinary hours per week:</b>	36.75 hours (minimum 29.40 hours, by negotiation)
<b>Location</b>	Launceston
<b>Reports to</b>	Project Manager – Rural Water Use Strategy Implementation

### Position Purpose

The purpose of the role is to lead and assist in the development and implementation of contemporary stakeholder engagement activities and communication strategies to support implementation of the Rural Water Use Strategy and the River Health Advisory Project; and to enhance the accessibility of clear, current and accurate information on water management matters.

### Major Duties

- Provide stakeholder engagement and communications support to programs, projects, and activities, including the Government's Rural Water Use Strategy and River Health Advisory Project, and across other key initiatives within Agriculture and Water.
- Provide advice on stakeholder engagement, communication strategies and project implementation to managers, staff and project working groups as required.
- Work collaboratively with the Water Policy and Planning Branch to develop and coordinate mutually beneficial relationships across the Tasmanian Government and enable strong industry partnerships across key stakeholder groups.
- Proactively partner with other Water Resources Group staff to increase the profile of the Department's work and enhance access to and communication of water management and science information.
- Perform any other assigned duties at the classification level that are within the employee's competence and training.

## **Responsibility, Decision Making and Direction**

The occupant of the position is responsible for:

- ensuring expertise is effectively applied to provide program and service delivery outcomes consistent with the operational framework;
- providing leadership, instruction and guidance to less qualified or experienced associates in the specific discipline or area of expertise; and
- ensuring a safe working environment by complying with relevant Work Health and Safety (WHS) legislation, codes of practice and policies, procedures and guidelines issued under the Department's WHS Management System; and

The decision making and direction received in relation to the role are that:

- work is undertaken within established operational guidelines, systems and processes with limited guidance required in applying highly developed expertise to complex and challenging program activities; and
- the occupant exercises considerable independence in interpreting and evaluating the requirements and effectiveness of the operational program and service delivery according to the decision-making framework and in providing solutions to meet service delivery requirements.

## **Knowledge, Skills and Experience (Selection Criteria)**

1. In depth knowledge and understanding of communication and stakeholder engagement particularly in an area of natural resource management, water management or agricultural sciences, or demonstrated ability to rapidly acquire this knowledge.
2. Significant expertise in developing and implementing contemporary communications plans and strategies.
3. High level interpersonal and communication skills demonstrating an ability to provide clear and authoritative oral and written advice, reports and recommendations for complex activities that are understood and accepted by others as resolving program and service delivery challenges; and expertise and ability to liaise effectively with specialists, senior staff and stakeholders and to negotiate outcomes that meet specified requirements.
4. Proven ability to identify, define and develop options and recommendations to implement and improve relationship management and stakeholder engagement that supports the delivery of programs and/or services which may include responding to emerging or sensitive information or issues.
5. Well-developed organisational skills with a proven capacity to work autonomously as well as in a team to determine priorities and effectively address competing demands within set timeframes to achieve results.

## **Position Requirements**

### **Essential Requirements**

- A person is to provide evidence that they are vaccinated against COVID-19 or have an approved exemption.

A person is vaccinated against COVID-19 if the person has received all doses of a vaccine for COVID-19, necessary for the person to be issued with a vaccination certificate in respect of COVID-19 by the Australian Immunisation Register, or an equivalent document from a jurisdiction outside of Australia.

A person may be granted an exemption from providing evidence that they are vaccinated against the disease where the person demonstrates –

### **1. Medical contraindication**

A person is unable to be vaccinated against the disease due to a medical contraindication if they:

- a) provide evidence in a form provided and accepted by the Head of Agency from a medical practitioner (as defined by the Australian Immunisation Register as a medical practitioner who can grant a medical exemption) which certifies that the person has a medical contraindication that prevents them from being vaccinated against the disease.

**Or**

- b) have a medical exemption, that applies to the vaccinations for the disease, that has been recorded on the Australian Immunisation Register, operated by or on behalf of the Commonwealth Government.

### **2. Exceptional circumstances**

Demonstrated to the satisfaction of the Head of Agency.

### **Desirable Qualifications and Requirements**

- Relevant tertiary qualifications in natural resource management, environmental management, science or communications.
- A current motor vehicle driver's licence.

### **About Us**

**The Department of Natural Resources and Environment Tasmania (NRE Tas)** is responsible for the sustainable management and protection of Tasmania's natural and cultural assets for the benefit of Tasmanian communities and the economy. The Department's activities guide and support the use and management of Tasmania's land and water resources and protect its natural and cultural environment. The Department is also responsible for delivering the services that support primary industry development and the protection of the State's relative disease and pest-free status.

Under Tasmania's emergency management arrangements NRE Tas is the management authority (lead agency) for various aspects of the management of biosecurity emergencies (includes exotic animal, plant and marine disease and pest emergencies), fire in national parks and other reserves, and sea inundation from storm surge. In regard to those types of emergency prevention, preparedness and response activities are core business of this agency and potentially may involve all staff in some way.

The Department's website at [www.nre.tas.gov.au](http://www.nre.tas.gov.au) provides more information.

## **Working Environment**

Employees work within an environment that supports safe work practices, diversity and equity with employment opportunities and ongoing learning and development. We are committed to valuing and respecting each other as colleagues and peers. We value the diverse backgrounds, skills and contributions of all employees and treat each other and our customers with respect. We do not tolerate discrimination, harassment or bullying in the workplace.

NRE Tas has a culture of zero tolerance towards violence, including any form of family violence. We will take an active role to support employees and their families by providing a workplace environment that promotes their safety and provides the flexibility to support employees to live free from violence.

There is a strong emphasis on building leadership capacity throughout NRE Tas.

The expected behaviours and performance of the Department's employees and managers are enshrined in the *State Service Act 2000* through the State Service Principles and Code of Conduct. These can be located at [www.dpac.tas.gov.au/divisions/ssmo](http://www.dpac.tas.gov.au/divisions/ssmo).