

# Department of Natural Resources and Environment Tasmania

## Statement of Duties

<b>Position title</b>	Water Ranger
<b>Position number</b>	706762
<b>Division/Business Unit/Branch</b>	Primary Industries and Water / Agriculture, Forestry and Water / Water Operations
<b>Award/Agreement</b>	Tasmanian State Service Award
<b>Classification</b>	General Stream, Band 2
<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>	Prospect
<b>Reports to</b>	Regional Water Management Officer

### Position Purpose

The purpose of the role is to assist the Regional Water Management Officer (RWMO) with monitoring of and ensuring compliance with the regulatory requirements for water allocation and management.

### Major Duties

- Measure, monitor and maintain records of stream levels and flows to determine compliance with regulatory requirements and to meet water restriction protocols, utilising technology.
- Provide daily reports on activities to the RWMO and assist with implementation of other Divisional and Branch programs and projects.
- Investigate complaints and resolve minor local disputes in relation to water allocation or dam works, and work with the RWMO to resolve more complex complaints or disputes. Undertake authorised officer duties by providing support to the RWMO with regulatory duties within the provisions of the *Water Management Act 1999*.
- As coordinated by the RWMO undertake checks of water licence allocations and water usage, and matters associated with construction or safety of dams to ensure landholders comply with regulatory requirements.
- 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:

- the satisfactory completion of tasks that are significant for the operational effectiveness of the work unit;
- ensuring work methods and processes meet required standards with some independence to modify or adapt existing approaches for more effective service delivery for client and stakeholder;
- providing routine advice, support and assistance to a work team; 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.

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

- initially detailed instructions are provided on established techniques, methods, priorities and timeframes. Consistent with increasing experience detailed instructions are limited to unusual requirements which do not have clear guidelines or precedents. Independent decision-making and initiative regarding the planning and completion of tasks and achievement of outcomes is expected to increase with experience; and
- some interpretation, modification or adjustment of accepted practices, methods or standards may be required to achieve specified outcomes.

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

1. Knowledge of the *Water Management Act 1999* and relevant regulations, and Departmental policies and guidelines related to water allocation or the proven ability to quickly acquire the level of knowledge required.
2. Ability to undertake surveys of water usage, read and interpret maps and make and maintain accurate records and reports utilising GPS, computer based word, spreadsheet and database programs.
3. Basic knowledge of irrigation and rural water use practices and of the physical and hydraulic features associated with these and a basic understanding of the characteristics of water flows and the environmental factors affecting such flows or the ability to quickly acquire the level of knowledge required.
4. Good communication and interpersonal skills in gaining the cooperation of others and the ability to deal effectively with challenging behaviour. The ability to explain operational procedures and provide information and liaise with clients, stakeholders and members of the public.
5. The ability to make independent decisions and use initiative regarding and in the achievement of outcomes.
6. Well-developed organisational skills, including the ability to set priorities and manage variable workloads for the planning and completion of tasks.

## Position Requirements

### Essential Requirements

- 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).

## Special Employment Conditions

Some intrastate travel may be required.