Department of Natural Resources and Environment Tasmania

 **Statement of Duties**

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| **Position title** | Senior Spatial Information Officer |
| Position number | 330182 |
| Division/Business Unit/Branch  | Environment, Heritage and Land / Heritage and Land Tasmania / Location Services |
| Award/Agreement | Tasmanian State Service Award |
| Classification | General Stream, Band 5 |
| Position Status | Permanent |
| Full Time Equivalent (FTE) | 1.0 FTE (minimum 0.80 FTE, by negotiation) |
| Ordinary hours per week | 36.75 hours (minimum 29.40 hours, by negotiation) |
| Location | Hobart or Launceston |
| Reports to | Program Leader (Topographic Data) |

**Position Purpose**

The purpose of the role is to provide authoritative advice, services and solutions related to topographic spatial information together with the management of elevation data, processes and ongoing upgrading of the State’s aerial imagery and LiDAR holdings to meet Agency requirements.

**Major Duties**

* Undertake tasks and duties related to remotely sensed data capture including, project planning, setting specifications, plan preparation for contractors, progress reporting, liaising with stakeholders and quality assurance of acquired data.
* Investigate, develop, document and implement appropriate operational procedures in the development, maintenance and quality control of topographic spatial information and ortho-rectified aerial imagery utilising soft copy photogrammetric systems, GIS Systems, and associated spatial data applications.
* Undertake research, analysis and investigation to develop and implement complex processes or provide effective practical solutions to meet difficult spatial topographic data management and orthophoto production requirements in a timely manner.
* Apply specialised photogrammetric technical skills in undertaking the most complex technical tasks associated with the revision and management of spatial topographic data including photogrammetric project work.
* Provide leadership, training, instruction and guidance to less experienced staff in resolving operational problems.
* Develop and maintain effective communication with internal and external clients.
* 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.

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. Specialised knowledge and expertise in spatial data management procedures to enable the continued development, maintenance and manipulation of a range of spatial topographic data including ortho-rectified aerial imagery, remotely sensed data acquisition, Geographic Information Systems (GIS) and other associated applications software.
2. The capacity to provide leadership, instruction and guidance to less qualified or experienced staff and the ability to work as a member of a team.
3. Highly developed 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. The ability to liaise effectively with specialists, senior staff and stakeholders and negotiate outcomes that meet specified requirements.
4. Proven ability to make informed decisions, recommendations and/or implement alternative methods of approach to provide operational solutions for program and service delivery requirements.
5. Well-developed organisational skills with a proven capacity to work autonomously, determine priorities and deal with competing demands within limited time frames. Proven ability to exercise initiative, flexibility and creativity to meet complex operational challenges.

**Position Requirements**

Desirable Qualifications and Requirements

* An Advanced or Associate Diploma in Applied Science, or equivalent level, in a Spatial Sciences related discipline, as provided by either a university, a vocational education organisation or a registered and accredited training provider OR extensive demonstrated experience, eight years or more, working directly in the field of Remote Sensing and GIS providing high quality outputs.
* 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).