



## Environmental Specialist

Position Detail			
<b>Reports To</b>	Program Manager	<b>Group</b>	Aviation Rescue Fire Fighting Services
<b>Classification</b>	ASA 7	<b>Location</b>	Canberra, Brisbane, Melbourne
<b>Reports – Direct Total</b>	0		

### Organisational Environment

Airservices is a government owned organisation providing safe, secure, efficient and environmentally responsible services to the aviation industry.

Each year we manage over four million aircraft movements carrying more than 156 million passengers, and provide air navigation services across 11 per cent of the world's airspace.

Airservices has two major operating centres in Melbourne and Brisbane and a corporate office in Canberra. We operate 29 air traffic control towers at international and regional airports, and provide aviation rescue fire fighting services at 26 Australian airports.

We are committed to continuing to improve our business by providing our customers with services they value, and embedding new ways of working and technology investments to further innovate and optimise.

Within Airservices, Aviation Rescue Fire Fighting Services (ARFFS) provides aviation rescue fire fighting services at 26 airports across Australia in accordance with CASR139H regulatory requirements. Responding to aircraft and airport emergency assistance requests nationally, ARFFS primary function is to rescue people and property from an aircraft crash or fire and from other fires on the airport.

Our ARFFS is one of the world's largest with more than 900 operational and support personnel based across the country. At the busiest airports, our fire stations provide a 24-hour service 7 days a week service, whilst at smaller airports our hours of operation are determined by aircraft flight schedules. We operate and maintain our infrastructure, our fleet of specialised high performance ultra large aviation fire fighting vehicles, and other support vehicles, vessels and equipment.

The Customer Value and Business Performance Branch provides asset planning and maintenance services, portfolio, program and project management services, strategic planning, customer and stakeholder management, financial services including procurement and contract management and business performance measurement and analysis.

## Primary Purpose of Position

A key program within ARFFS is the Environment (PFAS) Program, which has been formed to effectively and efficiently manage ARFFS environmental risks. This is achieved through the implementation of products and processes in ARFFS to reduce adverse effects to the environment and personnel, through the use of fire fighting equipment and solutions.

Whilst the current priority is on managing risks arising from PFAS residue, the Unit is also responsible for managing broader environmental risks relevant to ARFFS.

This position is required to work alongside a team of specialists who are charged with delivering environmental services and advice for ARFFS. This position will implement Airservices' environment strategy and initiatives and proactively manage issues, in particular, issues as raised through Airservices Corporate Integrated Risk and Reporting System (CIRRIS). This will include the development of appropriate response/action plans and engagement of specialist resources as and when required, along with the provision of advice, support and training for ARFFS line leaders in relation to their environmental accountabilities.

You will develop and implement environmental systems plans and initiatives, and proactively manage non-con-compliance issues including the implementation of appropriate rectification plans and remedial works. Where necessary, you will engage with specialist resources.

This position will be responsible for managing the development and implementation of Operating Environmental Management Plans (OEMPs) across Australian airports. In general the purpose of an OEMP, is to identify the environmental risks associated with Airservices operations at an airport, assess the risks and implement measures to avoid or minimise the risks identified. The management and delivery of initiatives within the portfolio is to be undertaken in compliance with Airservices policies, procedures and guidelines.

This work requires solid environmental management, contamination management, waste and wastewater management, life cycle assessment and process engineering project delivery experience. Also, the capacity to manage multiple initiatives, manage various stakeholders, and the ability make decisions that deliver high quality outcomes.

## Accountabilities and Responsibilities

### Position Specific

- Determine environmental obligations and regulatory compliance, relating to ARFFS environmental systems
- Liaise with specialists/consultants regarding environmental systems and services, and critically review all reports and other deliverables
- Provide technical advice on the selection and implementation of remediation technologies specific to environmental systems and infrastructure, contaminated soil, wastewater and groundwater
- Develop and provide environmental training and advice as required to ARFFS staff with environmental accountabilities.
- Contribute to the development and maintenance of policies, procedures and systems in relation to environmental issues on airport.
- Undertaking environmental audits and producing reports on environmental performance as required.
- Provide advice on wider environmental risks and issues to projects and various business groups
- Work cooperatively and collaboratively to embed sound risk based environmental management principles and practices in operations and projects
- Assess the maturity and likelihood of success of environmental systems initiatives and recommend accordingly
- Assess project and business issues and outcomes, develop options and make recommendations

- When required, provide technical advice, support and assistance on environmental matters to ARFFS to enable it to manage and mitigate environmental risks arising during all activities including operational and project activities
- Where capacity exists, support environmental compliance activities across ARFFS and Airservices.
- Participate in external stakeholder committees or fora regarding environmental systems.

#### People

- Manage own performance in ways that earn organisational trust and adds value to ARFFS
- Engage and lead stakeholders across organisational functional boundaries to deliver challenging business outcomes in a way which fosters trust and cooperation
- Maintain an effective working relationship with other Airservices staff to ensure that there is effective coordination of all activities in support of organisational objectives
- Consistently demonstrate all enterprise values
- Contribute to the development of a work environment and culture with a strong focus on service delivery and high performance
- Develop the capabilities of your peers and manage and improve your own performance

#### Safety

- Demonstrate safety behaviours consistent with enterprise strategies
- Display appropriate safety behaviours and discharge accountabilities as per Airservices Safety Management System policies and procedures
- Abide by relevant WHS requirements with respect to performing your duties.

### Key Performance Indicators

#### Efficient, Effective and Accountable

- Understanding of environmental obligations and regulatory compliance, relating to ARFFS environmental systems
- Management of complex environmental issues in a geographically diverse organisation to deliver practical solutions.
- Understanding of key contemporary environmental issues, particularly as they relate to ARFFS, aviation, geographically diverse organisations and community expectations.
- Establishment of a standard set of environmental system requirements and the execution of a gap analysis against the current infrastructure
- Delivery against organisational objectives within budget and time constraints.
- Networking, influencing, negotiating and liaising with a variety of stakeholders coupled with and ability to respond and adapt to evolving situations.
- Written and oral communication skills including a strong capacity to effectively communicate complex technical information to non-technical audiences.

#### Safety

- Compliance with safety, risk, environmental and any other standards
- Report on all hazards, incidents and near misses, and strive for continual WHS improvement

### Key Relationships

- ARFFS Environment Team, Portfolio Delivery Team , ARFFS CV&BP Managers, ARFFS Local Operations Managers and Environment Portfolio Holders, Airservices Environment Systems and Assurance Unit and ARFFS Senior Operational Standards Specialist
- External stakeholders including Commonwealth, State/Territory regulators, airports and other relevant agencies
- External service providers and subject matter experts

## Skills, Competencies and Qualifications

### Qualifications

- Tertiary qualifications in relevant environmental or technical field are essential

### Skills and Knowledge

- 5+ years' industry experience- most recently specialising in environmental systems and contaminated land
- Previous exposure in the assessment through to remediation phase of environmental systems and the associated report writing
- Previous experience in conducting environmental audits and producing reports on environmental performance
- Environmental knowledge, experience and technical skills to deliver high quality advice, training and support
- Ability to network, influence, negotiate and liaise with a variety of stakeholders coupled with and ability to respond and adapt to evolving situations.
- Ability to manage complex environmental issues in a geographically diverse organisation to deliver practical solutions.
- Demonstrated ability to work effectively in a team in diverse streams

### Capabilities

- Deciding and initiating action - Makes prompt, clear decisions which may involve tough choices or considered risks. Takes responsibility for actions, projects and people. Takes initiative, acts with confidence and works under own direction.
- Relating and networking - Establishes good relationships with customers and staff. Builds wide and effective networks of contacts inside and outside the organisation. Relates well to people at all levels. Manages conflict.
- Persuading and influencing - Makes a strong personal impression on others. Gains clear agreement and commitment from others by persuading, convincing and negotiating. Promotes ideas on behalf of self or others. Makes effective use of political processes to influence and persuade others.
- Writing & reporting - Writes clearly, succinctly and correctly. Writes convincingly in an engaging and expressive manner. Avoids the unnecessary use of jargon or complicated language. Writes in a well-structured and logical way. Structures information to meet the needs and understanding of the intended audience.
- Applying expertise & technology - applies specialist and detailed technical expertise. Develops job knowledge and expertise through continual professional development. Shares expertise and knowledge with others. Uses technology to achieve work objectives. Demonstrates appropriate physical co-ordination and endurance, manual skill, spatial awareness and dexterity.
- Analysing - Analyses numerical data, verbal data and all other sources of information Breaks information into component parts, patterns and relationships. Probes for further information or greater understanding of a problem. Makes rational judgements from the available information and analysis. Produces workable solutions to a range of problems. Demonstrates an understanding of how one issue may be part of a much larger system.

- Planning and organising - Sets clearly defined objectives. Plans activities and projects well in advance and takes account of possible changing circumstances. Manages time effectively. Identifies and organises resources needed to accomplish tasks. Monitors performance against deadlines and milestones.
- Adapting and responding to change - Adapts to changing circumstances. Accepts new ideas and change initiatives. Adapts to interpersonal style to suit different people or situations. Shows respect and sensitivity towards cultural and religious differences. Deals with ambiguity, making positive use of the opportunities it presents.

### Performance Standards and Behaviours

As a member of Airservices, you will consistently demonstrate performance standards and behaviours that meet our Code of Conduct. This includes:

- Treating everyone with dignity, respect and courtesy
- Acting with honesty and integrity
- Acting ethically and with care and diligence
- Complying with all Airservices' policies and procedures, and applicable Australian laws
- Disclosing and taking reasonable steps to avoid any actual, potential or perceived conflict of interest
- Behaving in a way that upholds our vision, mission and values, and promotes the good reputation of Airservices.