

Regional Water Management Officer

Statement of Duties

Position number:	708426
Award/Agreement:	Tasmanian State Service Award
Classification level:	General Stream, Band 4
Division/branch/section:	Agriculture and Water / Operations / Water Compliance
Full Time Equivalent (FTE):	1.0 FTE (Minimum 0.80 FTE, by negotiation)
Location:	New Town
Employment status:	Fixed Term
Ordinary hours per week:	36.75 hours (Minimum 29.40, by negotiation)
Supervisor:	Team Leader (Water Operations)

Position Objective

To manage water resources in Tasmania in accordance with the objectives of the Water Management Act 1999.

Major Duties

- Gather external insight, through customer engagement and stakeholder groups, that assists in developing initiatives and projects that influence cross team, ensuring continuous improvement, reduced cost, increased agricultural production and balance of water resource.
- Coordinate programmes and provide education to irrigators and stakeholders that improves compliance of water usage and assists growth of agricultural production.
- Undertake compliance and enforcement actions through the application of the *Water Management Act 1999* and other compliance tools, and carry out investigations and enforcement actions for breaches of permits and licences or other illegal actions.
- Assist with the coordination of on-site advisory support and assistance to responsible agencies in the case of dam safety incidents.
- Provide technical and other advice on applications for dams and water allocations, water management and related matters to a variety of community and other Government stakeholders.
- Lead and manage cross branch projects that assist with continuous improvement, relationship management, improved irrigator education and future agricultural growth, including contributions to branch plans, including water management planning, water use monitoring, regulation of dam safety.

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- Undertake on-ground management of water resources in a region through the monitoring and management of surface water flows, the monitoring of licensed water use, the application of surface water use restriction protocols, and the broader implementation of water management plans and other relevant policies
- Supervise and train Water Rangers to carry out specific regulatory and other functions related to water allocation and management, and occasionally provide technical guidance to new employees and other support staff.

Classification Band Advanced Assessment Point

The classification of this position under the Tasmanian State Service Award provides the opportunity for its current occupant to advance from Range 1 to Range 2 within the same Band. Performance requirements at the upper end of the band are expected to be more challenging and assessment criteria are expected to be more rigorous than those that apply to normal salary progression. Employees are to have served at least six months at their current salary level prior to the salary movement and are assessed as meeting the performance criteria of their Performance Plan to at least a satisfactory level.

Responsibility, Decision-Making and Direction Received

The occupant of the position is responsible for:

- ensuring guidelines, systems and processes are applied appropriately to integrate related activities to meet specified objectives.
- providing options and recommendations to resolve complex operational issues and/or improve operational effectiveness.
- ensuring advice, recommendations and decisions support specified service delivery and program outcomes.
- a range of tasks that are carried out within legislative requirements and departmental approved standards and policies.
- 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:

- general direction is provided to achieve the required outcomes as operational guidelines, systems and processes are well understood. Policies, rules and regulations provide a framework for decision-making in undertaking and integrating the relevant activities of the work area.
- the occupant will be expected to exercise judgement and initiative to undertake duties within the statutory and departmental regulatory framework, policies and technical guidelines, to achieve required outcomes. The occupant is expected to use considerable independence in exercising these functions.
- the position may supervise one or more Water Rangers on a day to day basis but may occasionally be required to provide technical guidance to other staff involved in project work.

**Knowledge, Skills and Experience (Selection Criteria)
(in relation to the Major Duties)**

- Well-developed knowledge of and expertise in the principles of water resource allocation and management and in the application of legislation, policy and operational practice in compliance and enforcement in the management of natural resources.
- The ability to supervise and coordinate staff and to manage workflows, whilst fostering a consultative team environment and contributing as a member of a team.
- Highly developed communication and interpersonal skills including liaison, negotiation and conflict resolution skills, the ability to prepare written reports that are clear, accurate and concise and in accordance with administrative procedures.
- The ability to exercise judgement in the application of policies, rules and regulations and to apply specialised expertise to resolve complex operational issues.
- Good organisational skills to enable the coordination and management of a variety of tasks at the same time and the planning and accurate completion of tasks within pre-determined time frames.
- The ability to plan, develop and undertake field or desktop investigations of a technical nature and prepare timely, accurate and concise reports and recommendations for use by other officers, management and clients.

Desirable Qualifications and Requirements

- A Diploma in civil engineering, natural resource management, agriculture or water management, or equivalent level, relevant to the nature of the work to be undertaken, as provided by either a university, a vocational education organisation or a registered and accredited training provider.
- Several years of relevant experience in water engineering or water resource management.
- A current motor vehicle driver's licence.
- A Workplace 2 First Aid Certificate, or equivalent.

Department's Role

The **Department of Primary Industries, Parks, Water and Environment (DPIPWE)** 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 DPIPWE 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), environmental emergencies (includes marine pollution spills), fire in national parks and other reserves, floods from dam failure 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.dpipwe.tas.gov.au provides more information.

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The **Agriculture and Water Division (AWD)** supports the Government's commitment to growing the value of the agricultural sector in Tasmania to \$10 billion by 2050 as well as the sustainable use and management of the State's freshwater resources. The division oversees the delivery of Tasmania's Sustainable Agri-Food Plan and related policies and provides leadership and expertise to foster a competitive and sustainable agriculture and food sector. The division designs policy and regulatory frameworks to ensure the equitable, efficient and sustainable allocation and use of surface and groundwater resources and the safety of dams; undertakes monitoring and assessment of the condition of the State's freshwater resources; and provides support for the development of irrigated agriculture.

The division is responsible for managing compliance and enforcement of water management arrangements and delivery of the Minister's statutory dam safety obligations, to ensure the continued prosperity of Tasmania's water dependent industries and to protect environmental values. It also manages the regulation and licensing of regulated crops, including hemp and poppies, and provides game and browsing animal management services and advice to support farmers and hunters to sustainably manage wildlife that interact with primary industries.

The division operates from offices in Hobart, Launceston and Devonport and comprises AgriGrowth Policy, AgriGrowth Development, Water Policy and Planning, Water Management and Assessment, Game Services Tasmania and Operations (Water, Dam Safety and Regulated Crops). AgriGrowth Policy Branch: The Agriculture Policy Branch develops and implements policies and services to support agricultural industries to be productive, competitive and sustainable in line with AgriVision2050.

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 unfair discrimination, harassment or bullying in the workplace.

DPIPWE 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 DPIPWE.

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 <http://www.dpac.tas.gov.au/divisions/ssmo>.

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Special Employment Conditions

The occupant may be required to work outside regular work hours.

Some intrastate and interstate travel is required



Approved by:

Date: 7 July 2021