

Position Description

Field Operator (Bush Regeneration)

Name of appointed officer: Vacant

Date of appointment:

Date of last review of position description: September 2018

Salary and conditions

All terms and conditions of employment are consistent with the Local Government (State) Award unless otherwise stated.

Assessed entry level of position within salary system:	Band 1 Level 3
Position limit within salary system: (20 Grade structure)	Grade 3 – Entry to Step 4
Status of position:	Permanent
Hours of work per fortnight:	76

Organisational relationships

Directorate:	Works and Civil
Section:	Open Spaces and Facilities
Team:	Bush Regeneration
Work base:	Townsend Depot However this may change should business need identify other work locations to be more appropriate to deliver our services in the future.
Position responsible to:	Senior NRM Officer (Vegetation Management) with indirect reporting through the Senior Field Operator on day to day operational matters
Level of support and supervision:	High
Level of personal management	Medium
Level of teamwork required:	High
Supervision of staff:	Nil
Internal contacts:	All staff within Council
External contacts:	General public, Government agencies, Community Groups

Vision, mission and values

Our vision:	To make the Clarence Valley a community full of opportunity
Our mission:	To plan and deliver services valued by the community
Our values:	the acronym ' STRIVE ' describes the values and behaviours which are considered to be core requirements when we deal with each other and our community



Our Values and Behaviours

Safe	
We will have a safety focused workplace culture to ensure the wellbeing of our staff and the community.	
Acceptable	Unacceptable
I am aware of hazards	I take shortcuts
I promote a safe culture	I ignore safety
I look out for others	I do not communicate
Teamwork	
We will work together as one council towards shared goals and for the greater good of the community.	
Acceptable	Unacceptable
I share the load	I undermine others
I communicate with others	I act in isolation
I value people's strengths	"What's in it for me?"
Respect	
We will be inclusive, treat people with courtesy and fairness, and ensure each individual is valued and heard.	
Acceptable	Unacceptable
I am inclusive	I am a bully
I value the skills and opinions of others	I am aggressive
I listen actively	I am a gossip
Integrity	
We will behave in a way that is honest, open, and transparent. We will take responsibility for our actions and strive for excellence.	
Acceptable	Unacceptable
I am honest	I lie and conceal
I work ethically and lead by example	I act corruptly
I am responsible for my actions	I undermine others
Value	
We will deliver services efficiently, effectively, and in an environmentally and financially sustainable manner.	
Acceptable	Unacceptable
I always look for improvements	I misuse Council resources
I work efficiently	I'm a bludger
I learn from my mistakes	I don't respect the environment
Engagement	
We will engage with our staff and community to inform our decision making, and create awareness of our activities.	
Acceptable	Unacceptable
I communicate in a clear and timely manner	I deliberately misinform (lie)
I am the face of Council	I don't value consultation
I value all our customers' needs	I ignore communication

Physical requirements of the position

Prolonged standing

Frequent bending

Moderate to heavy lifting (including fully laden backpacks) up to 20 litres/kilograms

Ability to work outdoors including during periods of high temperatures, high humidity and wet weather

Ability to work and carry loads on uneven ground for most of the day

Purpose of the position

To assist as part of a team under the supervision of the Senior Field Operator Bush Regeneration to undertake approved bush regeneration activities for Council, Landcare, Dunecare and community groups and volunteers on Council managed lands.

Assist when required Councils Open Spaces staff in general park maintenance duties.

Major duties and responsibilities

Undertake hands-on weed control duties using chemicals and physical techniques

Provide advice to community groups/volunteers on regeneration techniques

Collect seeds and assist with propagation of plant species

Undertake tree planting

Undertake general Open Space maintenance duties

Operate and maintain small plant (e.g. mowers, brushcutters, chainsaws)

Undertake works in accordance with all quality, environmental and WHS requirements, completing all appropriate documentation including (but not limited to):

- Active involvement in injury prevention and management, and return to work programs
- Risk assessments
- Selection and use of appropriate safe work codes and traffic control plans
- Plant pre start check lists
- Site inductions
- Daily costing sheets
- Quality and environmental control documentation
- Timesheets and plant sheets

Respond to enquiries from Open Spaces staff regarding bush regeneration operations

Follow directions of the Senior Field Operator (Bush Regeneration) to ensure efficient operations

Essential selection criteria

The selection criteria must be addressed as part of your application. Applicants must meet the essential criteria in order to be considered for interview.

Education and knowledge

Certificate II or above in Conservation and Land Management; **or** equivalent relevant industry experience

Licences/tickets, clearances, membership

Current Drivers Licence

WHS Construction Induction Training Certificate (NSW); or equivalent recognised in NSW

Experience

Demonstrated-experience in Bush Regeneration

Demonstrated experience in the operation and maintenance of small plant (e.g. mowers, brushcutters, chainsaws)

Position related skills

Communication skills including the ability to liaise with the public

Ability to follow instructions and read/interpret plans and maps

Ability to work alone or as part of a small team in isolated areas in a safe manner

Work qualities

Behaviour that positively demonstrates commitment to Council's STRIVE values

Desirable selection criteria

The following criteria are considered important and demonstrated capacity to meet them will be highly regarded

Education and knowledge

Certificate III in Conservation and Land Management

Understanding of bushland ecology and botanical identification skills

Licences/tickets, clearances, membership

Chainsaw Certificate Level 1 (trim and cross cut felled trees)

First aid certificate

Current Chemical Accreditation AQF3 or equivalent

Experience

Demonstrated experience in the use of chemical and mechanical weed control techniques

Other features of this position may include

Contact with volunteers and general public

Working in isolated bushland situations

Generic performance requirements

Ethics/probity – act in accordance with the Code of Conduct.

Equal employment opportunity - comply with Council's Equal Employment Opportunity (EEO) Protocol.

Health and safety (WHS) - undertake duties and act at all times in accordance with the WHS Management System.

Other duties (outside of specific position requirements) - under the provisions of the Local Government (State) Award, Council may direct any employee to carry out duties that are believed to be within the employee's skills, qualifications, competence and fitness capabilities, whether or not they are a usual function of the position. Where an employee is required to perform duties associated with a higher position, the **Use of skills** Clause in the Local Government (State) Award will apply.

Declaration

In signing this declaration I acknowledge that I,
have been advised of the requirements, terms and conditions of appointment to this position
based on this Position Description.

Signed: Date

Employee
