



Position Description

Non-supervisory Employees

Position Title	Natural Resource Management Field Officer
Section	Natural Resource Management
Division	Development and Environment
Reports to	Natural Resource Management Team Leader
Grade	7
Employment Status (FT/PT/Casual/Temp)	FT

Position purpose

Undertake works to manage and enhance the ecological health and control of vegetation on lands owned and/or managed by Council.

Position specific responsibilities

The key duties you are expected to perform in your role.

- Provide best industry practice advice to landholders on the control of invasive weeds.
- Provide an invasive weed control service to Councils infrastructure assets, rural roads, storm water, landfills, waste, sewer and water assets.
- Develop and implement weed management plans.
- Assist volunteers and volunteer groups with ecological restoration works.
- Undertake on-ground works for the benefit of ecological restoration programs within Council.
- Any other related duties as directed, within the skills and scope of the role.



Expected behaviours

Port Macquarie-Hastings Council values are at the core of our work. It is expected that your conduct will reflect Council values, and your commitment to these values will be central to your successful performance as an employee of Port Macquarie-Hastings Council. The values based behaviours will form the basis for individual employee performance assessments.

Values-based behaviours for Non-Supervisory Employees

Values

Expected Behaviour

Communication

- I communicate with respect
- I constructively contribute to team meetings, toolbox talks and conversations
- I share information and ideas with colleagues
- I ask questions if I don't understand

Accountability

- I always work in a safe manner, looking after my own safety and the safety of those around me
- I am responsible for my own actions
- I take initiative to progress my own work
- I follow through on my work commitments

Professionalism

- I treat others with respect
- I complete my work to the best of my ability
- I take pride in my work
- I am flexible and responsive to changing work priorities and issues

Integrity

- I act honestly
- I understand and follow the law, rules, policies, guidelines and the Code of Conduct
- I treat others the way I wish to be treated
- I contribute positively to our work

Teamwork

- I look for, and am open to, new and better ways of doing things, together
- I am an engaged and enthusiastic team player
- I step in to help others when workloads are high
- I cooperate with my team members and supervisors



Document Endorsement

Date 28/9/2020

Group Manager Environment and Regulatory

Date 29/9/2020

Director Development and Environment

I have read and understand the contents of the Position Description for my role. I will undertake the responsibilities and behaviours required of me.

Employee Name

Employee Signature

Date
