

## Position Description

<b>Position title:</b>	Senior Field Worker
<b>Directorate:</b>	City Wide Services
<b>Service Unit:</b>	Parks and Recreation
<b>Reports to:</b>	Park Team Coordinator
<b>Direct reports:</b>	No
<b>Salary point:</b>	4
<b>Work location:</b>	Depot
<b>Date revised:</b>	January 2021

### What's it like working at the City of Newcastle?

We are focused on making a real difference in our community and achieving our vision of **creating a smart, liveable and sustainable global city**. We are proud to deliver services valued by our community. People come first at the City of Newcastle, which means providing employees with meaningful work and capacity for work life balance. As a large local organisation, the City of Newcastle offers opportunity to develop in your current role, grow into future opportunities and reach your full potential.

Our organisation's values are **Cooperation, Respect, Excellence and Wellbeing** which are underpinned by our behaviours of courage, trust and pride. Together, our values and behaviours support our decision making, our day to day interactions and everything we do.

### What's it like working in Parks and Recreation?

The purpose of the Parks and Recreation Service Unit is to support the wellbeing of the community through the provision of places and spaces for active and passive recreation and protection of the natural environment. These places and spaces are spread across 1200 hectares of City of Newcastle's managed open spaces including parks, sportsgrounds, beaches, pools, bushland, watercourse, wetlands, coastal estuaries and associated infrastructure. Promoting a culture within the Service Unit that empowers staff to be their best, is performance based and supports job satisfaction are critical to the delivery of our purpose.

### What's the focus of this position?

This role will assist the Parks Supervisor in leading the team to ensure the Open Space Maintenance program for City of Newcastle's (CN) sports fields, parks and reserves is delivered in a timely and efficient manner. You will use your technical knowledge and experience to support the Supervisor in meeting the required service levels whilst demonstrating CN's CREW values by promoting a positive work environment where leading by example and teamwork is paramount.

**What you'll be doing:**

- Contribute to the efficient and effective maintenance of CN active and passive open space areas to the agreed service levels and relevant industry standards.
- Supervising Park staff to undertake maintenance programs within the open space areas as directed by Field Supervisor.
- Demonstrated knowledge and practical application of amenity horticulture including seasonal spraying, irrigation maintenance, minor tree maintenance, floral displays.
- Operating equipment and machinery in a safe manner specific to horticultural/turf industry, tree maintenance and landscaping and comply with relevant risk assessments.
- Identify and analyse occupational risks and report on potential hazards including machinery, infrastructure and facilities, and organise the respective repairs and/or relevant reporting.
- Organisation of allotted tasks to achieve maximum productivity in conjunction with minimum inconvenience to public amenity during the execution of works.
- Contribute to the promotion of teamwork and assist in building team spirit as per CN CREW values.
- Maintain the Workplace, Health and Safety (WHS) of self, fellow workers and the general public during the execution of works by ensuring that safe work practices are adopted and adhered to in accordance with CN's Code of Safety Practice and WHS Guidelines.
- Collaborate with internal and external stakeholders to ensure seasonal works, events and sporting requirements are delivered on time.
- Continually improve skills and knowledge to the benefit of the individual, the team and the organisation on the whole.
- Communicate efficiently and effectively with all stakeholders in a respectful manner.
- You will be required to carry out other duties that are within the limits of your skills, competence, training and/or experience as directed by your Manager.

**The essentials you'll need:**

- Horticultural/Greenkeeping qualifications and/or equivalent relevant knowledge, experience and a demonstrated capacity to deliver.
- Demonstrated ability to efficiently supervise and co-ordinate labour, plant and resources to achieve set service level standards.
- Construction Induction Card and Implement Traffic Control Card or willingness to obtain.
- Class C Driver's Licence and willingness to obtain MR / HR Licence (manual).
- Knowledge in the use of computer software such as Microsoft programs, Outlook and smart phones.
- Ability to work in a team-based environment and to promote good teamwork to achieve desired outcomes.
- Ability to identify and report parks and sporting facilities asset defects and to implement corrective actions as required.
- Working knowledge of relevant WHS and EEO requirements.



- Sound knowledge in the application and safe use of chemicals and hold a current Chemcert III qualification.

**Other valuable skills you may have:**

- Demonstrated ability to communicate effectively (both written and verbal) with a wide range of stake holders incorporating interpersonal, negotiation and mediation skills.
- Demonstrated ability to train staff in all facets of parks and recreation grounds maintenance.
- Experience in small scale landscape construction and playground maintenance works.

**We'll encourage you along the way**

We will partner with you to support your performance and ongoing development to ensure you are fully prepared for future challenges as this position and our organisation adapts and evolves.

*I acknowledge that I have read and understood the requirements and responsibilities of this position as detailed in the Position Description (PD) and have discussed the PD with my Manager.*

<b>Employee Name:</b>	
<b>Employee Signature:</b>	
<b>Date:</b>	