

# POSITION DESCRIPTION

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| <b>Position Title:</b>    | Land Protection Officer  |
| <b>Position Number/s:</b> | INF-199  |
| <b>Employment Type:</b>   | Full Time Permanent  |
| <b>Agreement:</b>         | Charters Towers Regional Council Union Collective Certified Agreement 2023 |
| <b>Award:</b>             | Queensland Local Government Industry (Stream A) Award – State 2017         |
| <b>Classification:</b>    | Level 3  |
| <b>Directorate:</b>       | Infrastructure Services  |

## POSITION OBJECTIVE

Under general direction, this position monitors and maintains various rural functions including management of invasive plants and animals, and stock route networks. In addition, Council provides a rural based advisory service on matters pertaining to rural land management.

## ORGANISATIONAL RELATIONSHIPS

Reports to: Environmental Services Coordinator

Directly Supervises: Nil

## DELEGATIONS

In accordance with Charters Towers Regional Council's Register of Delegations

## KEY RESPONSIBILITIES

1. Facilitate ongoing land and natural resource asset management program development in keeping with changing legislation, state interests and ratepayer concerns.
2. Develop plans, documents, maps and processes including work instructions, work procedures and policies pertaining to environmental protection, land and stock route management activities.
3. Coordinate/ carry out invasive plant and animal control programs and report results against desired outcomes, while promoting public awareness and utilising best practice land management techniques.
4. Facilitate, assess and monitor hazard control burns within the region, for local and state government programs.
5. Administer and manage the Stock Route Network and associated rural lands within the local government area, including receiving, assessing and determining applications for stock route movements and grazing.
6. Monitor compliance with relevant statutory and policy requirements and respond to complaints, general enquiries and correspondence regarding land use, rural land management and invasive plant and animal issues.
7. Support the Environmental Services Coordinator in exercising 'Authorised Officer' and biosecurity obligations and land management activities within allocated budgets.
8. Liaise with various stakeholders, including local governments, state government, pest plant and animal advisory groups and represent Council's interests at various meetings, forums and symposia to support the Environmental Services Coordinator.

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9. Assist with the coordination of successful funding grants.
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10. Comply with Councils Workplace Health and Safety Management System including; WHS policies, SWMS, procedures and lawful instructions or directions given in the workplace. Employees must comply with their obligations under the Work Health and Safety Act 2011. These obligations include reporting of injuries, incidents and hazards, not to wilfully injure yourself or someone else and wearing and maintaining personal protective equipment according to Council procedure. Supervisors also have obligations to ensure consultation takes place for issues and changes that may impact safety.
  11. Comply with reasonable and lawful directives given in the workplace and undertake any other duties associated with the role, as reasonably directed and within the scope of the requirements of the role.

### POSITION REQUIREMENTS

#### | Knowledge, skills and abilities |

##### Essential:

- Demonstrated experience in invasive plant and animal control, vector control and in the field of Natural Resource Management and/or demonstrated practical experience in plant and animal ecology, their impacts and associated control techniques and practices.
- Demonstrated understanding of compliance, stock routes and grazing permits and leases.
- Demonstrated well developed oral and written communication and consultation skills including the ability to interact effectively with all stakeholders.
- Demonstrated knowledge of relevant legislation such as, but not limited to, the Land Act 1994, Environmental Protection Act 1994, Biosecurity Act 2014 and Stock Route Management Act 2002.
- Proficient computer skills including the use of Microsoft Office suite of applications and mapping applications.
- Demonstrated ability to meet the physical requirements of the position and work alone (at times in remote areas) safely and efficiently.
- Effective time management and ability to determine work priorities.
- Demonstrated ability to competently operate a variety of plant and equipment associated with the control of invasive plants and animals.
- Ability to work effectively under general supervision either individually or as part of a team.

##### Desirable:

- Demonstrated experience in Remote Piloted Aircraft operations including aerial imagery, associated laws and regulations and dealings with CASA.
- Sound knowledge of aerial imagery and integrated aerial mapping using available GIS software.

#### | Education/Qualifications |

##### Essential:

- Possession of Degree or Diploma in the field of Natural Resource Management or plant and animal biology or similar, or significant demonstrated experience with land protection/invasive plant and animal matters.
- Agricultural Chemical Distribution Control licence (ACDC) or willingness to obtain.
- Approval for use of Fluoroacetic acid (and its sodium salt) or willingness to obtain.
- Possession and maintenance of Fire Management Level 1 accreditation or willingness to obtain.

#### | Licences |

##### Essential:

- Possession and maintenance of a Queensland 'C' Class Driver Licence.

##### Desirable:

- Remote Pilot Licence (RePL)
- Firearms Licence category A & B.

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## PHYSICAL REQUIREMENTS/POSITION ENVIRONMENT

- This position requires the incumbent to undertake field work exposed to inclement weather.
- This position requires sufficient physical ability to work in a shared office setting, which involves prolonged periods of sitting and/or standing at a desk and operating a computer and telephone.
- The ability to carry out the physical requirements of the position – standing or long periods, manual handling, physical labour.
- This position requires the incumbent to have the ability to work flexible hours, participate in an on call roster and after hours duties as determined by operational requirements.
- Council is committed to providing and maintaining a safe and healthy workplace. This includes taking all steps that are reasonably practicable to prevent the spread of preventable occupational diseases. In accordance with Councils P0199 Vaccinations and Health Monitoring Procedure, positions exposed to occupational diseases will be subject to the Workplace Immunisation Program.

## POSITION DESCRIPTION AUTHORISATION

Position descriptions cannot provide a definitive list of duties and responsibilities. This position description is subject to change from time to time as Charters Towers Regional Council may be developed or restructured. Any such reorganisation of duties shall be the subject of discussion with the position incumbent.

**Supervisor:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_

**Executive Manager:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_

## POSITION ACCEPTANCE

I accept the Position Description as stated above and acknowledge that it may require amending or updating periodically due to changes in responsibilities or organisational requirements. Changes to position descriptions will be in accordance with the position classification and consistent with the purpose for which the position was established.

**Incumbent:** \_\_\_\_\_ **Signature:** \_\_\_\_\_  
(Name)

**Date:** \_\_\_\_\_