Role Description
Ecologist

Cluster	Planning, Industry & Environment
Group	Environment, Energy & Science (EES)
Agency	Biodiversity Conservation Trust
Division/Branch/Unit	Regional Delivery Branch
Location	Various
Classification/Grade/Band	Environment Officer Class 7
ANZSCO Code	311413
PCAT Code	1119192
Date of Approval	March 2020
Agency Website	www.bct.nsw.gov.au

Agency overview

The New South Wales Biodiversity Conservation Trust (BCT) is a not-for-profit statutory body, established under Part 10 of the Biodiversity Conservation Act 2016 and managed by a Board appointed by the Minister for the Environment. The Trust's roles are to support and encourage landholders to enter into agreements to conserve and protect biodiversity on private land, guided by the government's Biodiversity Conservation Investment Strategy; secure biodiversity offsets when developers choose to pay into the Biodiversity Conservation Fund; and other activities that promote greater awareness of, appreciation and understanding of, biodiversity and the importance of conserving it.

Primary purpose of the role

The Ecologist undertakes ecological assessments and monitoring, provides technical advice to landholders managing Private Land Conservation (PLC) agreements and contributes to the delivery of the Trust's biodiversity conservation programs, projects and partnerships either within a region and/or across NSW.

Key accountabilities

- Work as part of the Regional Delivery branch in undertaking ecological monitoring and assessment of sites subject to (or proposed for) Private Land Conservation (PLC) agreements.
- Conduct field-based vegetation assessments on landholders' properties, sometimes in partnership with the BCT's service providers but often independently.
- Work collaboratively with regional staff and landholders to provide technical advice, build capacity, and foster skills transfer and knowledge exchange to landholders.
- Liaise with internal and external stakeholders regarding delivery of BCT programs including ecological monitoring, education, management of conservation areas, and management of biodiversity generally.
- Populate, manage and update corporate databases with information about the distribution, ecology, threats and management of ecosystems, vegetation types, and native flora and fauna, including threatened species, populations and endangered ecological communities.

- Use spatial tools and software to enter spatial information, interoperate map products and produce field maps products for conducting ecological assessments.
- Contribute ecological knowledge to assist landholders develop and/or deliver management plans for Conservation Agreements.
- Contribute to analysis, evaluation and reporting of monitoring outcomes as part of the Regional Delivery team.

Key challenges

- Working in or with geographically dispersed teams and playing a key role in the coordinated delivery of state-wide and high quality programs.
- Understanding the complexities of the BCT's operating environment within a regional context, with respect to relationships with landholders other providers of environment and natural resource management (NRM) programs.
- Applying consistent methodologies, and exercising sound judgement to ensure that probity and governance standards are met in the delivery of PLC programs.

Key relationships

Who	Why
Internal	
Manager/Supervisor	• Receive guidance, provide expert advice, consult and negotiate on key operational priorities and exchange information.
Branches/Units	• Work collaboratively to contribute to achieving business outcomes. • Foster effective working relationships to facilitate opportunities for engagement, consultation, issue resolution and information sharing. • Provide expert advice and guidance.
Client/customer	• Address queries and/or redirect to relevant party for review and resolution.
External	
Customer/clients/stakeholders	• Address queries and/or redirect to relevant party for review and resolution. • Develop and maintain effective relationships with landholders and other stakeholders. • Provide advice and guidance to stakeholders. • Negotiate and liaise with a variety of stakeholders to enable the timely delivery of business initiatives.

Role dimensions

Decision making

The role is expected to operate with some level of autonomy, makes day to day decisions relating to work priorities and workload management. The role is accountable for the quality, integrity and accuracy of content of advice provided.

The role operates with some level of autonomy within the context of their agreed work plan. The role is accountable for the quality, integrity and accuracy of content of advice provided. The role is directed by its supervisor/manager on work priorities, complex issues and all matters requiring a higher authority to determine and resolve issues.

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Reporting line

Role reports to Regional Manager or allocated supervisor.

Direct reports

Nil.

Budget/Expenditure

Nil.

Essential requirements

- A degree in a relevant ecological or environmental science discipline.
- Demonstrated experience undertaking site assessment of biodiversity values, with an emphasis on native vegetation.
- Experience should be consistent with the requirements for accreditation as an assessor using the Biodiversity Assessment Methodology.
- A valid Australian Class C driver's licence and willingness to travel.

Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework

Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

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NSW Public Sector Capability Framework

Capability Group	Capability Name	Level
Personal Attributes	Display Resilience and Courage	Intermediate
	Act with Integrity	Intermediate
	Manage Self	**Intermediate**
	Value Diversity	Intermediate
Relationships	**Communicate Effectively**	**Intermediate**
	Commit to Customer Service	Adept
	Work Collaboratively	Intermediate
	Influence and Negotiate	Foundational
Results	**Deliver Results**	**Intermediate**
	Plan and Prioritise	Foundational
	Think and Solve Problems	**Adept**
	Demonstrate Accountability	Intermediate
Business Enablers	Finance	Foundational
	Technology	**Intermediate**
	Procurement and Contract Management	Foundational
	Project Management	Foundational

Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioral indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Personal Attributes Manage Self	Intermediate	• Adapt existing skills to new situations • Show commitment to achieving work goals • Show awareness of own strengths and areas for growth and develop and apply new skills • Seek feedback from colleagues and stakeholders • Maintain own motivation when tasks become difficult
Relationships Communicate Effectively	Intermediate	• Focus on key points and speak in 'Plain English' • Clearly explain and present ideas and arguments • Listen to others when they are speaking and ask appropriate, respectful questions • Monitor own and others' non-verbal cues and adapt where necessary • Prepare written material that is well structured and easy to follow by the intended audience • Communicate routine technical information clearly

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NSW Public Sector Capability Framework		
Group and Capability	**Level**	**Behavioural Indicators**
Results Deliver Results	Intermediate	• Complete work tasks to agreed budgets, timeframes and standards • Take the initiative to progress and deliver own and team/unit work • Contribute to allocation of responsibilities and resources to ensure achievement of team/unit goals • Seek and apply specialist advice when required
Results Think and Solve Problems	Adept	• Research and analyse information, identify interrelationships and make recommendations based on relevant evidence • Anticipate, identify and address issues and potential problems and select the most effective solutions from a range of options • Participate in and contribute to team/unit initiatives to resolve common issues or barriers to effectiveness • Identify and share business process improvements to enhance effectiveness
Business Enablers Technology	Intermediate	• Apply computer applications that enable performance of more complex tasks • Apply practical skills in the use of relevant technology • Make effective use of records, information and knowledge management functions and systems • Understand and comply with information and communications security and acceptable use policies • Support the implementation of systems improvement initiatives and the introduction and roll-out of new technologies

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