|  |  |
| --- | --- |
| **Cluster** | Planning and Environment |
| **Group** | Department of Planning and Environment |
| **Division/Branch/Unit** | Environment and Heritage/Science Economics and Insights/ Science Strategy and Impact |
| **Location** | Parramatta or Lidcombe |
| **Classification/Grade/Band** | Environment Officer Class 7 |
| **ANZSCO Code** | 234312 |
| **PCAT Code** | 1227292 |
| **Date of Approval** | September 2022 |
| **Agency Website** | [www.pplanning.nsw.gov.au](http://www.pplanning.nsw.gov.au) |

# Agency overview

# Our vision is to create thriving environments, communities and economies for the people of New South Wales. We focus on some of the biggest issues facing our state. We deliver sustainable water resource and environment management, secure our energy supply, oversee our planning system, maximise community benefit from government land and property, and create the conditions for a prosperous state. We strive to be a high-performing, world-class public service organisation that celebrates and reflects the full diversity of the community we serve and seeks to embed Aboriginal cultural awareness and knowledge throughout the department.

# The Environment and Heritage (E&H) Group within DPE brings together a range of functions including national park management, biodiversity and conservation, climate change, sustainability, resilience and adaptation, renewable energy and energy security, and circular economy policy. The work of the Group is supported by centres of excellence in policy; science; economics; data analytics and insights.

# Primary purpose of the role

The Scientist provides advanced computer-based remote sensing data processing, data management and spatial analysis that assists to deliver the Environment and Heritage (EH) group science programs.

# Key accountabilities

* Provide expertise in computer-based remote sensing processes and analysis of spatial and biophysical data that supports science projects.
* Maintain a good working knowledge of biodiversity mapping, modelling, spatial data capture, analysis and management, and industry best practice and standards.
* Maintain the highest standards of open communication, collaboration, scientific rigour, data and knowledge management in accordance with EH policies.
* Develop and present technical scientific reports that explain complex processes clearly and are suitable for a range of audiences.
* Deliver high quality science through maintaining a high level, up to date knowledge and skills in relevant areas and provide input into the design and creation of tools and resources to achieve project and organisational objectives.
* Contribute to the development of project management methodologies and processes that improve productivity, encourage innovation and develop teamwork to enhance the delivery of Environment and Heritage science programs.

# Key challenges

* Working within a geographically dispersed project team and with collaborators to deliver high quality mapping, modelling and spatial data analysis and assessment to meet expected milestones and deliverables.

**Key relationships**

| Who | Why |
| --- | --- |
| **Internal** |  |
| Manager/Supervisor | * Escalate issues, report on progress, prepare briefings and provide technical advice. * Receive guidance and support |
| Work team/other staff | * Work collaboratively to contribute to achieving business outcomes. * Foster effective working relationships to facilitate opportunities for engagement, consultation, issue resolution and information sharing. |
| **External** |  |
| Customer/clients | * Address queries and/or redirect to relevant party for review and resolution |
| Stakeholders | * Develop and maintain relationships. * Obtain information and feedback on targeted projects and programs * Negotiate and liaise with a variety of stakeholders to enable the timely delivery of business initiatives. |

# Role dimensions

## Decision making

* The role operates with a degree of autonomy within the context of their agreed work plan regarding priorities and innovative approaches that improve effectiveness and efficiencies.
* The role is accountable for the delivery of assigned work and is supported by the supervisor/manager on work priorities and processes.

## Reporting line

## The role reports to the delegated Team Leader or Principal Scientist.

## Direct reports

Nil.

## Budget/Expenditure

Nil.

# Key knowledge and experience

* Experience in computer-based remote sensing and spatial analysis of environmental data.
* Demonstrated knowledge and experience in data management, ArcGIS and other remote sensing software and/or scripting in ‘python’ or ‘r’.

# Essential requirements

* Relevant scientific degree.
* Current driver’s licence.

## Capabilities for the role

The [NSW public sector capability framework](https://www.psc.nsw.gov.au/workforce-management/capability-framework/the-capability-framework) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into focus capabilities and complementary capabilities

## Focus capabilities

*Focus capabilities* are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

## Focus capabilities

|  |  |  |  |
| --- | --- | --- | --- |
| **Capability group/sets** | **Capability name** | **Behavioural indicators** | **Level** |
| personal-attributes | **Manage Self**  Show drive and motivation, an ability to self-reflect and a commitment to learning | 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  Stay motivated when tasks become difficult | Intermediate |
| relationships | **Communicate Effectively**  Communicate clearly, actively listen to others, and respond with understanding and respect | Focus on key points and speak in plain English  Clearly explain and present ideas and arguments  Listen to others to gain an understanding and ask appropriate, respectful questions  Promote the use of inclusive language and assist others to adjust where necessary  Monitor own and others’ non-verbal cues and adapt where necessary  Write and prepare material that is well structured and easy to follow  Communicate routine technical information clearly | Intermediate |
| results | **Deliver Results**  Achieve results through the efficient use of resources and a commitment to quality outcomes | Seek and apply specialist advice when required  Complete work tasks within set budgets, timeframes and standards  Take the initiative to progress and deliver own work and that of the team or unit  Contribute to allocating responsibilities and resources to ensure the team or unit achieves goals  Identify any barriers to achieving results and resolve these where possible  Proactively change or adjust plans when needed | Intermediate |
| results | **Think and Solve Problems**  Think, analyse and consider the broader context to develop practical solutions | Research and apply critical-thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence  Anticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experience  Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience  Seek contributions and ideas from people with diverse backgrounds and experience  Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness  Identify and share business process improvements to enhance effectiveness | Adept |
| business-enablers | **Technology**  Understand and use available technologies to maximise efficiencies and effectiveness | Identify opportunities to use a broad range of technologies to collaborate  Monitor compliance with cyber security and the use of technology policies  Identify ways to maximise the value of available technology to achieve business strategies and outcomes  Monitor compliance with the organisation’s records, information and knowledge management requirements | Adept |

## Complementary capabilities

*Complementary capabilities* are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as ‘not essential’ for this role are not relevant for recruitment purposes however may be relevant for future career development.

|  |  |  |  |
| --- | --- | --- | --- |
| **Capability group/sets** | **Capability name** | **Description** | **Level** |
| personal-attributes | Display Resilience and Courage | Be open and honest, prepared to express your views, and willing to accept and commit to change | Intermediate |
| personal-attributes | Act with Integrity | Be ethical and professional, and uphold and promote the public sector values | Intermediate |
| personal-attributes | Value Diversity and Inclusion | Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives | Foundational |
| relationships | Commit to Customer Service | Provide customer-focused services in line with public sector and organisational objectives | Intermediate |
| relationships | Work Collaboratively | Collaborate with others and value their contribution | Intermediate |
| relationships | Influence and Negotiate | Gain consensus and commitment from others, and resolve issues and conflicts | Foundational |
| results | Plan and Prioritise | Plan to achieve priority outcomes and respond flexibly to changing circumstances | Intermediate |
| results | Demonstrate Accountability | Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines | Intermediate |
| business-enablers | Finance | Understand and apply financial processes to achieve value for money and minimise financial risk | Foundational |
| business-enablers | Procurement and Contract Management | Understand and apply procurement processes to ensure effective purchasing and contract performance | Foundational |
| business-enablers | Project Management | Understand and apply effective planning, coordination and control methods | Intermediate |