|  |  |
| --- | --- |
| **Cluster** | Planning and Environment |
| **Agency** | Department of Planning and Environment |
| **Division/Branch/Unit** | Water  |
| **Location** | NSW, location negotiable |
| **Classification/Grade/Band** | DPO Grade 2-3  |
| **Role Number** | 52010754 |
| **ANZSCO Code** | 234411 |
| **PCAT Code** | 1119192 |
| **Date of Approval** | February 2023 (updated from February 2021; and 2016) |
| **Agency Website** | <https://www.dpie.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 environmental 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 Water Group leads the NSW Government in providing confidence to communities and stakeholders with the transparent stewardship of water resources, provision of services and reforms that support sustainable and healthy environments, economies and societies across NSW.

Primary purpose of the role

Plan and undertake analysis of fluvial geomorphology and its relationship with aquatic ecology and hydrology, including application to performance monitoring and evaluation to produce accurate, timely and reliable information which enables the delivery of water management priorities.

 Key accountabilities

* Plan and undertake investigation and analysis in the area of fluvial geomorphology, hydrology, and evaluation to provide data and information to inform water management outcomes
* Critically analyse, interpret and communicate results from fluvial geomorphology, hydrology, and remote sensing information to maintain and update the NSW River Styles database.
* Continue to develop NSW River Styles as a framework to provide reliable and accurate input to water policy development
* Develop modelling tools, reports and mapping products that apply geomorphic knowledge to questions relating to riverine health, risk and ecological habitats based on the NSW River Styles database.
* Provide advice to internal and external clients in the area of fluvial geomorphology and evaluation to contribute to the implementation of water reform and water policy agendas
* Research and review guidelines, manuals, courses and other support materials to continually improve the knowledge and skills of staff and stakeholders in relation to fluvial geomorphology and evaluation
* Plan, monitor and manage large multidisciplinary projects, contracts and teams as required to deliver effective natural resource management outcomes
* As a member of various sized single and multidisciplinary projects and teams, plan, undertake and deliver projects to which provide evidence for water management planning and policy

Key challenges

* Delivering fit for purpose scientific information and models within the timelines available given the high level of demand for services for a range of geomorphological investigations relating to water resource management and planning
* Translating complex scientific and technical concepts into simplified language to enable clear and concise report developments and implementation of analysis
* Working in an area which is complex due to changing technical, policy and scientific developments to process, critically analyse, interpret and report results in a manner that will clearly inform stakeholders.

Key relationships

| Who |  Why |
| --- | --- |
| **Internal** |  |
| Lead Water Quality and Science Support | * Receive guidance and direction on specific tasks
* Provide regular updates on projects and assessment activities
 |
| Manager Water Sciences | * Receive guidance and direction on work program and priorities
 |
| **External** |  |
| State and federal government agencies, Authorities and inter-governmental entities | * Provide timely advice to ensure water geomorphology issues are appropriately considered across all portfolios
 |
| Water providers, peak bodies and other stakeholders | * Provide information and advice to promote informed communities
 |

# Role dimensions

## Decision making

This role independently plans and sets priorities for work to be completed and manages the day to day workload within agreed work and project plans. It exercises discretion in preparing briefings and other forms of written advice and refers to the manager decisions that require a change to programs or projects or where a higher level of delegation is required.

## Reporting line

Lead Water Quality and Science Support; Manager, Surface Water Science

## Direct reports

Nil

## Budget/Expenditure

Nil

Key knowledge and experience

* Sound working knowledge of state and federal natural resource management policies, especially as relevant to water management in NSW.
* Sound proficiency in GIS, including remote sensing and/or scripting methodologies.

Essential requirements

* Appropriate degree level qualifications (Environmental Science, Natural Resource Management, Science or similar) with specialty skills in geomorphology.

# 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**  |
|  | **Act with Integrity**Be ethical and professional, and uphold and promote the public sector values | Represent the organisation in an honest, ethical and professional waySupport a culture of integrity and professionalismUnderstand and help others to recognise their obligations to comply with legislation, policies, guidelines and codes of conductRecognise and report misconduct and illegal and inappropriate behaviourReport and manage apparent conflicts of interest and encourage others to do so | Intermediate |
| **Manage Self**Show drive and motivation, an ability to self-reflect and a commitment to learning | Keep up to date with relevant contemporary knowledge and practicesLook for and take advantage of opportunities to learn new skills and develop strengthsShow commitment to achieving challenging goalsExamine and reflect on own performanceSeek and respond positively to constructive feedback and guidanceDemonstrate and maintain a high level of personal motivation | Adept |
|  | **Communicate Effectively**Communicate clearly, actively listen to others, and respond with understanding and respect | Tailor communication to diverse audiencesClearly explain complex concepts and arguments to individuals and groupsCreate opportunities for others to be heard, listen attentively and encourage them to express their viewsShare information across teams and units to enable informed decision makingWrite fluently in plain English and in a range of styles and formatsUse contemporary communication channels to share information, engage and interact with diverse audiences | Adept |
| **Commit to Customer Service**Provide customer-focused services in line with public sector and organisational objectives | Focus on providing a positive customer experienceSupport a customer-focused culture in the organisationDemonstrate a thorough knowledge of the services provided and relay this knowledge to customersIdentify and respond quickly to customer needsConsider customer service requirements and develop solutions to meet needsResolve complex customer issues and needsCooperate across work areas to improve outcomes for customers | Intermediate |
|  | **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 evidenceAnticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experienceApply creative-thinking techniques to generate new ideas and options to address issues and improve the user experienceSeek contributions and ideas from people with diverse backgrounds and experienceParticipate in and contribute to team or unit initiatives to resolve common issues or barriers to effectivenessIdentify and share business process improvements to enhance effectiveness | Adept |
| **Demonstrate Accountability**Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines | Be proactive in taking responsibility and being accountable for own actionsUnderstand delegations and act within authority levelsIdentify and follow safe work practices, and be vigilant about own and others’ application of these practicesBe aware of risks and act on or escalate risks, as appropriateUse financial and other resources responsibly | Intermediate |
|  | **Project Management**Understand and apply effective planning, coordination and control methods | Perform basic research and analysis to inform and support the achievement of project deliverablesContribute to developing project documentation and resource estimatesContribute to reviews of progress, outcomes and future improvementsIdentify and escalate possible variances from project plans | Intermediate |

# 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.

| COMPLEMENTARY CAPABILITIES |
| --- |
| **Capability group/sets** | **Capability name** |  | **Description** | **Level**  |
|  | Display Resilience and Courage | Be open and honest, prepared to express your views, and willing to accept and commit to change | Adept |
| Value Diversity and Inclusion | Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives | Intermediate |
|  | Work Collaboratively | Collaborate with others and value their contribution | Intermediate |
| Influence and Negotiate | Gain consensus and commitment from others, and resolve issues and conflicts | Intermediate |
|  | Deliver Results | Achieve results through the efficient use of resources and a commitment to quality outcomes | Intermediate |
| Plan and Prioritise | Plan to achieve priority outcomes and respond flexibly to changing circumstances | Adept |
|  | Finance | Understand and apply financial processes to achieve value for money and minimise financial risk | Intermediate |
| Technology | Understand and use available technologies to maximise efficiencies and effectiveness | Adept |
| Procurement and Contract Management | Understand and apply procurement processes to ensure effective purchasing and contract performance | Intermediate |