

# Rural Lands Officer

## Position Outline

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| <b>Position</b>           | Rural Lands Officer                                      |
| <b>Work Location</b>      | 23 West Street   |
| <b>Directorate</b>        | Community Services                                       |
| <b>Section</b>            | Environmental Services                                   |
| <b>Reports to</b>         | Coordinator, Environmental Services                      |
| <b>Annual Salary Band</b> | \$76,724.00 - \$80,834.00                                |
| <b>Classification</b>     | Level 3, Mount Isa City Council Certified Agreement 2018 |
| <b>Engagement Type</b>    | Full-Time, Ongoing                                       |

### POSITION OBJECTIVE

The purpose of this position is to implement Council’s Biosecurity Plan to effectively manage invasive biosecurity matters within the Mount Isa City Council Local Government Area. This position will deliver high quality services in the areas of invasive plants and animals, pest and disease surveillance, legislation and enforcement management, emergency preparedness and response.

### POSITION REQUIREMENTS

- Tertiary qualification in Science, Agriculture Science, or Natural Resource Management or an equivalent science qualification, or relevant experience in a similar role may be considered.
- Certificate IV in Government (Statutory Investigation and Enforcement) or equivalent is desirable.
- Demonstrated ability and experience in implementation of monitoring programs, operational management plans and procedures to manage invasive biosecurity matters.
- ACDC Training and Unrestricted Commercial Operations Licence and Queensland Health Approved for Fluoro acetic Acid & Strychnine (1080 Baiting).
- Possession of a current 30215 Queensland General Safety Induction (Construction Industry White Card) or acquire upon commencement.
- Minimum “C” class manual driver’s licence or ability to acquire a licence prior to officially commencing in the role.
- AHCPMG304 Use Firearms to Humanely Destroy Animals certificate required.
- Hold a firearms licence condition (OCC) required.
- First aid certificate required.

### KEY RESPONSIBILITIES

This position is responsible for the following areas and includes but is not limited to:

#### General

- Prepare for review written correspondence for a variety of audiences including briefing notes, reports, statutory notices, alerts and information documents.
- Actively participate in team planning, discussions and debriefings.
- Deliver efficient biosecurity management throughout Council operations and projects.
- Actively contribute to the team and promote best practice.
- Maintain professional standards and integrity.

- Contribute to the promotion of the image of Council and the maximisation of good public relations.
- Assist in the provision of legislative complaint advice to Council.
- Treat all matters with high level of confidentiality.
- Participate in weekly on call roster and attend to emergent complaint and initiate corrective actions.
- Out of ordinary hours may be required.
- Work in a safe manner on or near roadways, and in the operation of machinery, to complete duties.
- Adhere to or follow any other lawful and reasonable directives provided by your supervisor or more senior officer.
- Council reserves the right to change these duties at any time.

#### **Biosecurity Matters**

- Exercising initiative and implement appropriate work practices to progress or achieve the outcomes listed under Council's Biosecurity Management Plan.
- Ensure invasive biosecurity matter in the LGA is managed in compliance with relevant legislation, through use of agreements, incentives or biosecurity instruments.
- Create awareness, educate, advise, guide, encourage and assist all key stakeholders in understanding their General Biosecurity Obligation.
- Deliver education programs to the community focusing on community safety, awareness and responsible Weed and Pest Management.
- Undertake patrols of private and Council owned/controlled land for breaches of the Biosecurity Pan, Local Laws, relevant State legislations and Australian Standards and to monitor the effects of measures taken in response to a biosecurity risk.
- Undertake field surveys for potentially new invasive pest/weed and identification of these areas through mapping or other means (for example crazy ants).
- Collection of pest distribution data for the Local Authority area and maintain database.
- Undertake surveillance and investigation of complaints/activities related to biosecurity matters.
- Liaise with the public and stakeholders to ensure field activities are effective, including supporting customers in relation to emergency planning, preparedness, response and recovery.
- Undertake monitoring and surveillance of flying fox roost sites within Mount Isa City Council areas.
- Undertake investigation of flying fox related complaints and response to community inquiry regarding the flying fox issues.
- Undertake chemical control of vegetation and declared weeds within the Mount Isa City Council area, on a programmed or requested basis.
- Deliver training and information relating to invasive plants and animal biology, impacts, impact assessments and best management practices controls to improve knowledge, capacity and efficiency among relevant stakeholders.
- Implement community weed and pest animal management programs within the Local Government area.
- Operation of specialised application equipment in accordance with their operating procedures and ensure that they are regularly maintained, appropriately stored, in good working order and are conducive to a safe working environment to achieve resource efficiency.
- Assist with development of reports, factsheets, pest risk assessments, standard operating procedures (SOPs), code of practice (COP) and policies to promote best management practice and duty of care on biosecurity matters.
- Conduct annual review of integrated weed and pest animal programs to evaluate effectiveness of programs and actions to support ongoing improvements.
- Adopt and implement local laws for emerging pests and pest health and safety and social related matters.
- Report suspected prohibited matter.

*Out-of-ordinary hours work may be required. Council reserves the right to change these duties at any time.*



## KEY PERFORMANCE INDICATORS

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- Effective implementation of integrate pest management programs to prevent introduction of new weed and pest animals, minimise the spread and manage existing ones.
- Adherence to and assist in developing effective procedures and practices.
- Provision of comprehensive and accurate reports that will successfully enable council to take corrective actions and biosecurity legislation enforcement.
- All assigned tasks are conducted in a timely and effective manner.
- Complaints related to biosecurity matters received from members of the public are promptly investigated to ensure issues and problems are effectively addressed.
- Promotes and complies with Council policies and procedures.

## WORK HEALTH AND SAFETY

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All employees of Council have an obligation to comply with Work Health and Safety legislation including Council's Work Health policies, procedures, and work instructions.

## WHAT'S IN IT FOR YOU?

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When joining Mount Isa City Council, you are provided with pathways and opportunities to grow and achieve your potential. Eligible employees can access our Employee Assistance Program, elect to join our free Immunisation Program, and enjoy sporting reimbursement opportunities. Full-time employees receive 5 weeks annual leave (pro-rata to part-time employees, *not applicable to casual employment*) to enjoy time outside the workplace!

## WE AT ISA...

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We consider our values vital in how we serve our community. Mount Isa City Council's values are Integrity, Service and Accountability.

INTEGRITY

SERVICE

ACCOUNTABILITY

## HOW TO APPLY

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### What to include in your application:

Please provide the following information to the panel to assess your suitability:

- Write a maximum 2 pages on how your experience, abilities, knowledge and personal qualities meet the position requirements of the role.
- Your current CV or resume, including two referees who have a thorough knowledge of your capabilities, work performance and conduct within the previous two years.

### Submitting your application:

- Submit online at: <https://www.mountisa.qld.gov.au/current-vacancies>; or
- Email Human Resources on [hr@mountisa.qld.gov.au](mailto:hr@mountisa.qld.gov.au)
- *Both word and PDF are accepted file formats.*

### Please note that:

- Council undertakes a range of checks and assessment methods to assist in selection, including criminal history checks, pre-employment medical etc.
- Mount Isa City Council is an Equal Employment Opportunity employer. Council strongly encourages all suitable applicants to apply for this role.
- ***Applicants must be eligible to live and work within Australia.***

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| Creation Date | 8 June 2023  |
| Review Date   | 8 July 2024  |
| Contact       | Maurice Thompson - Coordinator, Environmental Services |
| Closing date  | 31 July 2024   |