



Safety and
Wellbeing



Collaboration



Communication



Integrity



Efficiency



Leadership

Position Title	Team Leader Conservation and Biodiversity Planning				
Department	Environment and Sustainability	Branch	Natural Environment		
Section	Choose an item.	Instrument	Officers Certified Agreement	Level	7

Our Purpose	Together we proudly enhance the quality of life for our community.				
Our Values	Safety & Wellbeing	We empower everyone to stop unsafe work, assess risks, share safety concerns, build trust and foster a positive safety culture.			
	Collaboration	We work together towards a common purpose and understand every employee plays a role in our success.			
	Communication	We communicate openly and ensure diverse voices are being heard and valued.			
	Integrity	We have a professional and respectful workplace and are motivated by public rather than private interests. We inspire others to act ethically.			
	Efficiency	We provide enhanced service to the people of Ipswich and we aim to get it right, first time.			
	Leadership	We engage the heads, hearts and hands of our people to achieve our purpose. Recognition is part of our every day.			

ABOUT IPSWICH CITY COUNCIL

Neighbouring Brisbane, Queensland's capital, Ipswich is the state's fastest growing area and oldest provincial city. It is a dynamic blend of rich heritage, proud communities, diverse landscapes, and lively energy all contributing to a region full of liveability and opportunity.

Ipswich City Council employs more than 1,500 people and promotes a workplace culture built on our communication, collaboration, integrity, efficiency, and leadership values. Council teams operate across various industries delivering a wide range of quality services to the community.

PURPOSE OF THE POSITION

Lead Council's conservation and biodiversity protection through the development of policies, strategies and plans to ensure a safe, resilient, and healthy natural environment in Ipswich.

REPORTING LINE

This position reports to the Environment and Conservation Manager and has direct reports.

ACCOUNTABILITIES

1. Provide accountable, safety-first leadership and lead and manage the Conservation and Biodiversity Planning Team.
2. Lead the Team in delivering policies, plans, and guidelines for conservation and biodiversity. This includes (but is not limited to) natural assets, biosecurity, environmental offsets, threatened species, and other strategic conservation aspects as appropriate.
3. Collaborate with external entities such as Queensland and Australian Government agencies to provide targeted advice on the review and implementation of strategies, plans and guidelines relating to conservation and biodiversity.
4. Provide specialist advice and input into vegetation, fauna and habitat condition assessments, surveys, and monitoring to inform value-based planning and decision making.
5. Provide specialist and technical environmental advice and input into Council policies, strategies, projects and programs to ensure consistent and integrated environmental outcomes for Ipswich; and ensure these are delivered on time and within scope and budget.
6. Build strong, ethical, and collaborative relationships with internal and external stakeholders to achieve positive environmental outcomes, manage risk and ensure standards are met. Participate in regional working groups for various matters including flying-foxes, environmental offsets, and koala management.
7. Lead research, modelling, and analyses projects and programs where they relate to conservation and biodiversity to ensure appropriate, functional, and effective solutions are developed and implemented.
8. Lead the protection, management and recovery planning for priority flora and fauna across the Ipswich Local Government Area. This includes (but is not limited to) koala, flying foxes, brush tailed rock wallabies, and their associated habitat.

QUALIFICATIONS

Mandatory:

- Tertiary qualifications in a discipline relevant to the role (such as environmental management, natural resource management, environmental science, or ecology).
- Current Queensland “C” class driver’s licence.

Desirable:

- Postgraduate qualifications in a relevant discipline.

KNOWLEDGE AND SKILLS

Desirable requirement:

- Substantial experience in the use of computer-based mapping packages, e.g., GIS, MapInfo.
- Substantial knowledge of regulation and legislation including the Nature Conservation Act 1992, Environmental Protection Act 1994, Environmental Offsets Act 2014 as well as other relevant federal and local instruments.

SELECTION CRITERIA

1. Substantial experience in the development and implementation of environmental policies and strategies with limited supervision and within specified timeframes, budget, and other constraints.
2. Substantial knowledge and experience in natural assets conservation, biodiversity, biosecurity, environmental offsets, threatened species, and other strategic conservation aspects as appropriate.
3. Substantial skills and experience in developing relationships with internal and external stakeholders to achieve positive environmental outcomes.
4. Substantial experience in undertaking research, modelling, and analyses in relation to conservation, biodiversity, biosecurity, and natural area management to ensure appropriate, functional, and effective solutions are developed and implemented.
5. Substantial skills in report writing, correspondence, records management, budgeting, and financial monitoring.
6. Substantial knowledge of relevant legislation, policies, standards, guidelines, and best practices relating to the position.

GENERAL

This position description reflects a summary of the key accountabilities of the position, it is not an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties that are reasonably within the scope of the officer's skills, competence and training.

CORPORATE EXPECTATIONS

- Employees are expected to be familiar with and comply with the Code of Conduct and Council policies and procedures.
- Employees are expected to be familiar with and comply with the *Human Rights Act 2019* and make decisions in a way that is compatible with Human Rights.
- The employee shall comply, so far as is practicable, with the Work Health and Safety Act, Regulations, Codes of Practice and Council's Workplace Health and Safety Policies and Procedures and shall comply with instructions given by his or her manager and/or supervisor in respect of the health and safety of themselves and the health and safety of other persons. Additionally, it is the responsibility of the incumbent to:
 - Plan work activities identifying hazards and controls in consultation with workers
 - Conduct and record site inspections and risk assessments (including hazard identification, risk analysis, control measures and treatments)
 - Investigate all accidents and near misses using the appropriate tools and recording systems
 - Allocate appropriately skilled workers, resources and equipment to ensure activities can be carried out safely
 - Participate in the resolution of WHS issues in work areas, projects and sites
 - Cease and reassess work if a hazard control measure fails or is ineffective
 - Assist in workforce planning and training
 - Ensure workers attend scheduled safety training
 - Communicate hazards and controls as identified in the planning process
 - Report on issues/incidents/hazards and near misses related to work activities

- Conduct regular safety conversations/Interactions
 - Ensure accountability of workers.
- Employees are expected to be familiar with and follow the spirit and content of Council's People and Culture Strategy where people feel valued and respected and ideas and perspectives are sought out.
- Employees may be required to contribute to Council's disaster response and recovery capabilities, where aligned to their function and role.