

Position Description

CMA PD Number	215		
Position title	Salinity and Irrigation Groundwater Technical Specialist		
Team	Salinity and Irrigation		
Location	Mildura		
Position tenure	Permanent		
Time fraction	1.0 FTE	Job share arrangement	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Classification	SEO	Salary range	
Delegation	<input type="checkbox"/> Financial <input type="checkbox"/> Human Resources <input checked="" type="checkbox"/> Not Applicable		
Child Safe Position	Working with Children Check <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Position Requirements	Driver's Licence <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Police Check <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

About Mallee Catchment Management Authority

Our Vision

Healthy and resilient landscapes being cared for by connected communities.

Our Profile

The primary role of Mallee Catchment Management Authority (CMA) is to facilitate integrated and ecologically sustainable management of natural, cultural, and productive landscapes occurring within the region. Programs and projects are developed to deliver against the region's priorities for these landscapes, as detailed in the Mallee Regional Catchment Strategy (RCS) and its associated sub-strategies and plans. The Mallee RCS is prepared under provision of the *Catchment and Land Protection Act 1994*, in partnership with regional stakeholders, as a framework for strategic action to support and focus the ongoing coordinated efforts of the region's land managers, government agencies and community groups.

Our Region

The Mallee CMA region covers 3.9 million hectares – about one fifth of Victoria. It is the largest catchment area in the state and runs along the Murray River from Nyah to the South Australian border, and south through vast dryland cropping areas and public reserves.

Mallee CMA investment planning and delivery are informed by the long-term (20 year) and medium-term (6-year) outcome targets established by the RCS for each of the following regional asset themes:

- Biodiversity
- Waterways
- Agricultural Land
- Culture and Heritage
- Community Capacity for Natural Resource Management.

The Mallee CMA also proudly supports Landcare in the Victorian Mallee.

Our values and behaviours

The Mallee CMA Board, management, and employees agree to work by the Victorian Public Service Values and Codes of Conduct. We aim to be a workplace of first choice through the development of a positive can-do culture that strives for excellence.

Position Purpose

The Salinity and Irrigation Groundwater Technical Specialist will play a key role in supporting the effective and efficient management of the Mallee CMA salinity management programs, functions and services in accordance with the Mallee Regional Catchment Strategy (2022-28) and the Victorian Mallee Irrigation Region Land and Water Management Plan 2020-29.

The role contributes to achieving Mallee Catchment Management Authority Business Objective 2 to protect and enhance the region's natural, cultural and productive values and Objective 1 to ensure that community is central to the planning, delivery and evaluation of natural resource management (NRM).

Responsibilities

The position will work collaboratively with an existing team staff in understanding current and emerging threats to environment from salinity impacts within the Mallee region. By building sound knowledge in this area, the position will assist with generating and project managing innovative and impactful projects.

As part of the Mallee CMA's obligations, the position will assist with works and measure to generate salinity credits, as well as assisting with the implementation of salinity management policy and ensuring compliance with the Mallee region's monitoring and reporting obligations.

The incumbent will be required to form effective working relationships with stakeholder agencies and community in the development and implementation of projects to ensure environmental, social, cultural and value for money targets are met.

- Develop NRM strategies and funding initiatives that lead to effective investment of Salinity Impact Charges.
- Support the effective delivery of the Victorian Mallee Irrigation Region LWMP
- Analysis, procurement and management of resources required to meet project objectives
- Work collaboratively with key government partners for delivery of Section 4 of Water for Victoria
- Co-ordinate and maintain contemporary knowledge of the Victorian Mallee salinity threats and impacts.
- Support implementation and possible refinement of the salinity management framework in response to emerging issues and supporting sustainable irrigation consistent with the Water Plan - Water for Victoria and Basin Salinity Management 2030.

- Support implementation of the Salinity and Irrigation Engagement Strategy
- Support cultural heritage awareness and Aboriginal engagement in the water sector.
- Represent Mallee CMA on relevant State and regional forums.
- Deliver high quality reports to agreed timeframes demonstrating effective management of irrigation projects in the Victorian Mallee.

Key Selection Criteria

- 1 Demonstrated sound understanding of groundwater processes or knowledge specific to groundwater modelling or analysis.
- 2 Demonstrated ability to research issues and solve problems; with a capacity to source, collate, analyse and interpret anecdotal and scientific datasets, and provide advice on the results of these investigations.
- 3 Knowledge or experience in end-to-end project management including skills in; preparation of project plans and briefs; engaging consultants, managing service providers to contractual milestones for quality and timelines and the production of regular and high quality transparent internal and external reports.
- 4 Highly developed communication and interpersonal skills with an ability to prepare high quality written and oral presentations and establish rapport with service delivery partners, key government agencies and technical specialists.
- 5 Demonstrated ability to work within a small team environment, providing input to achieve team responsibilities and to be capable for self-direction to achieve individual responsibilities.

Key Relationships

Reports to	Manager Salinity and Water Quality
Responsible for	Nil
Internal liaisons	Management Peers (Support, Collaboration, Program Delivery)
External liaisons	<p>Department of Energy, Environment and Climate Action (Partner, Policy Advocate)</p> <p>Agriculture Victoria (Partner)</p> <p>Water Corporations (Partner)</p> <p>Community Members (Key Stakeholders)</p> <p>Salinity Accountability Advisory Committee (Collaborator, Partner, Key Stakeholders)</p> <p>Consultative Committees (Key Stakeholders)</p>

Core Capability/Sub Capability	Capability Level Descriptor
<p>Project Delivery</p> <ul style="list-style-type: none"> • Project Management L3 • Budget management L3 • Procurement and Contract Management L3 • Resources and Promotion L3 	<p>Produces project plans where outcomes are clearly defined and action steps for achievement are clearly specified.</p> <p>Prepares program and complex project budgets, and reviews financial performance. Undertakes honest, transparent and appropriate decision-making practices to determine path to market. Monitors contracts and manages performance of contractors and staff.</p> <p>Allocates resources and develops communication plans to ensure project delivery within delegated authority.</p>
<p>Interpersonal Communications</p> <ul style="list-style-type: none"> • Written Communication L3 • Verbal Communication L3 • Negotiation L3 • Empathy L3 	<p>Writes accurate reports and program documents that meet audience needs and contain the necessary information to achieve their purpose.</p> <p>Provides informed, meaningful and relevant messages when communicating with staff and interested parties.</p> <p>Negotiates and implements a well-planned course of action to achieve a specific impact.</p> <p>Understands and meets the needs of interested parties through the delivery of clear and accurate information about key issues.</p>
<p>Continuous Improvement</p> <ul style="list-style-type: none"> • Creativity and Innovation L3 • Change Management L2 	<p>Constantly looks for continuous improvement opportunities and information available. Implements systems to address problems and assists teams to take proactive approaches to problem solving.</p> <p>Supports change management and assists others to adapt and adjust to organisational change in an appropriate manner.</p>
<p>Natural Resource Management</p> <ul style="list-style-type: none"> • Knowledge of NRM Assets L3 • Cultural Heritage L2 • Priority Planning L3 • Local NRM Issues L3 	<p>Continually liaises with key interested parties to ensure full understanding of the issues and builds links to strategy, corporate objectives and outputs.</p> <p>Delivers projects consistent with cultural heritage protection and manages cultural heritage assessments.</p> <p>Monitors the impact and effectiveness of programs/projects and evaluates alignment to NRM priorities. Promotes key NRM priorities and initiatives and develops programs in consideration of interested parties' issues.</p>
<p>Community Stakeholder Engagement</p> <ul style="list-style-type: none"> • Partnerships and Collaboration L2 	<p>Obtains interested parties' feedback on analysis, alternatives and /or decisions. Works directly with the interested parties</p>

<ul style="list-style-type: none"> Investors and Networking L2 	<p>throughout the process to ensure concerns and aspirations are consistently understood and considered.</p> <p>Keeps up to date with interested parties needs and concerns and provides interested parties with information and advice.</p>
<p>Professionalism</p> <ul style="list-style-type: none"> Time Management L2 Problem Solving L3 	<p>Manages time and maintains quality using tools effectively to assist with planning and organising even when faced with changing priorities.</p> <p>Analyses issues and different perspectives and draws sound inferences from information available. Implements systems to address problems and assists teams to take proactive approaches to problem solving.</p>
<p>Corporate Governance</p> <ul style="list-style-type: none"> Quality and risk Management L2 OHS&W L2 Legislation and Compliance L2 	<p>Educates and supports the enhancement of quality and risk management practices.</p> <p>Ensures own work complies with accreditation standards and implements procedures to minimise /eliminate negative outcomes and improve practice.Promotes, educates and supports OHS&W work practices and complies with OHS&W legislation, policy and procedure.</p> <p>Addresses risks and monitors the effectiveness of strategies.</p> <p>Supports employee wellbeing.</p> <p>Manages own and others' work practices to comply with relevant legislation and program requirements.</p>

Personal Attribute	Descriptor
Analytical	<p>Reviews arguments and opinions before making judgement.</p> <p>Presents clear and logical points.</p> <p>Takes a systematic approach when building toward improvements.</p>
Self-disciplined	<p>Manages own time to achieve key outcomes.</p> <p>Prioritises work and address what is most important.</p> <p>Avoid distraction and diversions.</p> <p>Is organised and methodical.</p>
Collaborative	<p>Works with others to achieve common goals.</p> <p>Engenders a spirit of teamwork.</p> <p>Inspires trust.</p>

Qualifications

- Degree in a Geology, Environmental Management, Engineering or Science discipline with a post graduate qualification in Groundwater Hydrogeology or equivalent. Experience within groundwater modelling/investigation would be highly advantageous.

Position specific requirements

- Extensive experience in a similar role
- Out-of-hours attendance at meetings may be an infrequent occurrence.
- Pre-Medical Checks may be required to ensure fitness for work.
- Success in the role will be achieved by the ability to deliver on processes with a systematic, organised and methodical approach; and a depth of demonstrated understanding in land and water management policy, processes and obligations in the Victorian Mallee irrigation region.

Other relevant information

Gender Equality, Diversity and Inclusion

We are creating an environment of:

- Respect – treating people as individuals and valuing their contribution to Mallee CMA
- Safety – creating a safe environment for difference
- Support – achieving organisational outcomes and growth through understanding
- Awareness – identifying your own beliefs and biases and the uniqueness of others
- Flexibility – acknowledging the benefits of change and balance in meeting stakeholder and employee needs.

Flexible and Adaptable

We want flexibility to be embraced by all demographic groups and at all stages in our careers. Thinking about how we design jobs and working environments so that it makes it easier for all our people to work in a flexible way is a starting point. It's important to note that the type of flexible work engaged in will vary with the nature of the job and the business area. Change and the quality of how we communicate are the key to success allowing managers and employees the opportunity to be adaptable to the ongoing changing environment in which we work.

Health and Safety

Mallee CMA is committed to the effective management of occupational health, safety, and wellbeing, which ranks equally with all other operational considerations. It is the aim of Mallee CMA to minimise the risk of injury and disease to our employees and other persons by adopting a planned and systematic approach to the management of occupational health and safety and providing the resources for its successful implementation and continuous improvement.

Privacy

The collection and handling of applications and personal information will be consistent with the requirements of the *Privacy and Data Protection Act 2014*.



Pre-employment Screening

As part of the recruitment process, you may be required to undergo pre-employment screening.

Position Description Approved			
The details contained in this Position Description are an accurate statement.		As the incumbent, I have read and understand the responsibilities, capabilities and role requirements as detailed in this document.	
Chief Executive Officer	Date	Incumbent	Date