

Position Description

Position title	Senior Ecology Consultant
Position ID	JD059
Classification	S1
Discipline	Ecology
Hours	Full time (Minimum 37.5 hours/week)
Direct reports	Nil
Reports to	Environmental Team Leader
Location	QLD – Brisbane/Cairns
Position purpose	The role is responsible for providing specialist ecological assessment, research and advice in response to client needs, project management, field work, client liaison and managing projects in the QLD region. The role collaborates with internal Niche staff and external clients and stakeholders. This position is sought out as a highly developed technical expert and the ability to manage multiple complex projects.
Key Result Areas (KRA's)	
Strategic areas where positive results must be achieved for Niche to achieve its strategic goals	
KRA	Measure and Expectation
Leadership	<p>Leads by example through demonstrating the Niche values and following policies and the Niche code of conduct</p> <p>Undertakes internal review and quality control of reports and proposals; guides other employees on improving report and proposal writing</p> <p>leads project teams of ecologists and other specialisations</p> <p>Internal review and quality control of complex projects requiring significant technical skill and multidisciplinary projects</p>
Project management	<p>Manages multiple moderately complex projects, projects requiring significant technical skill or multi-discipline projects</p> <p>Monitors own and team targets using positive influence to drive excellent project management processes</p> <p>Provides prompt and technically accurate advice to clients</p> <p>Minimises project overruns and write offs</p>

	<p>Ensures project deliverables and quality objectives are being met</p> <p>Provides quality assurance and technical advice to the team</p> <p>Completes internal technical review and quality control of reports, proposals, tenders and estimates and provides technical advice</p> <p>Produces comprehensive accurate technical reports and assessments</p> <p>Produces effective multidisciplinary proposals and scopes accordingly</p>
Technical	<p>Demonstrates in-depth knowledge of local, State and Commonwealth legislation relating to the environment in QLD, particularly the <i>Environmental Protection Act 1994</i>, <i>Vegetation Management Act 1999</i>, <i>Nature Conservation Act 1992</i>, and <i>Environment Protection and Biodiversity Conservation Act 1999</i> (Cth)</p> <p>Scopes multidisciplinary projects accurately, and produces clear and well costed proposals</p> <p>Provides high-level specialist advice on environmental matters including on ecological management and compliance obligations</p> <p>Delivers and/or coordinates the delivery of complex ecological survey and/or environmental assessments including management plans for projects in a wide range of environmental and development settings</p>
Client relationship management	<p>Is an active participant and visible leader for the company's CRM program</p> <p>Develop client contact/negotiation in order to develop effective client relationships</p> <p>Secures new work from existing and new client relationships and manages profitably</p> <p>Ensures client satisfaction levels meet or exceed target, review, evaluate and monitor client satisfaction</p> <p>Attends or participates in technical and industry related conferences and forums</p>
Financial	<p>Actively contributes to the overall profitability of the business through developing complex, accurate and achievable project budgets</p> <p>Responsible for maintains own and team project budgets</p> <p>Ensures business related expenses are in accordance with policy, limits of authority and project budgets</p>
Mentoring	<p>Face to Face mentoring on the technical development of less experienced employees especially in regard to regulatory system compliance, technical aspects of discipline and Niche systems</p>
Marketing and business development	<p>Identifies opportunities for winning work with new and existing clients in target sectors</p> <p>Understand Niche's current and desired position in your market</p> <p>Contribute to targeted campaigns/strategies as guided by the Marketing Leader</p> <p>Use client relationships to leverage further business development</p> <p>Actively pursues new clients</p>

Health Safety and Environment	<p>Lead by example to promote a proactive safety culture</p> <p>Play an active role in your safety and the safety of others around you</p> <p>Ensure that all work is carried out with compliance to workplace health and safety laws, regulations, policies and procedures. Risks are to be identified and reported</p> <p>Respond to any HSE incidents as per the incident procedure and report them to your manager and the HSE coordinator, as per the HSE manual</p> <p>Respond to any environmental risks as appropriate through the SWMS process and advise management and the HSE coordinator accordingly</p> <p>Participate in HSE consultation and training initiatives</p>
Competency Profile	
Competency	Description
Collaborative	<p>Collaborates closely with the team members and team leaders</p> <p>Works well with others to achieve team goals</p> <p>Shares opinion/ experience/ knowledge with others and in turn, listens to the values and opinions of others</p> <p>Collaborates with colleagues and seeks their input in problem solving /decision making</p> <p>Keeps the team leader and other team members informed of issues encountered</p>
Communication	<p>Listens to others</p> <p>Expresses thoughts and ideas effectively</p> <p>Conveys information clearly, concisely and logically in both verbal and written</p> <p>Varies content, style and form to suit the subject, the purpose and the needs of the audiences</p> <p>Checks for understanding to ensure mutual understanding of others</p> <p>Clearly explains technical concepts to individuals and groups</p>
Problem solving	<p>Seeks all relevant information for problem solving, investigates and probes for the facts</p> <p>Creates relevant options for addressing problems/opportunities identified</p> <p>Identifies the constraints and risks associated with the options identified</p> <p>Considers, evaluates and seeks others' opinions for alternative courses of action</p> <p>Selects an effective option, based on the facts and information available at the time</p>
Innovative	<p>A mindset of continuous improvement</p> <p>Where possible generates innovative ideas and solutions</p> <p>Draws on a range of information sources to identify a new way of doing things</p> <p>Translates creative ideas into workplace improvements</p>

	Challenges the status quo by continuously reviewing the established ways of doing things
Resilience	<p>Perseveres to achieve goals, even in the face of obstacles</p> <p>Copes effectively with setbacks and disappointments</p> <p>Remains calm and in control under pressure</p> <p>Accepts constructive criticism in an objective manner</p>
Professionalism	<p>Demonstrates behaviours that reflect organisational expectations</p> <p>Behaves with integrity and acts ethically, accepts responsibility for own actions</p> <p>Responds to others with courtesy and respect, is open and honest</p>
Cultural awareness and support of diversity	<p>Treats others fairly</p> <p>Treats all people with respect and values diverse perspectives</p> <p>Participates in a supportive work environment for the diverse and multicultural workforce</p> <p>Recognizes differences as opportunities to learn and gain by working together</p>
Qualifications and Experience	
Education	<p>Essential:</p> <p>Undergraduate degree or postgraduate qualification, preferably in ecology, biology, environmental science, environmental management or another similar area</p> <p>Continued commitment to professional development (post graduate study would be advantageous)</p> <p>Current drivers licence is required</p> <p>Desirable:</p> <p>Strong flora identification skills and experience working in multiple geographic areas within Qld</p> <p>First Aid Certificate or willingness to obtain</p>
Experience	<p>Years of experience:</p> <p>At least 7 years' experience as a technical specialist preferably in a commercial consulting context</p> <p>Experience conducting flora and fauna surveys using relevant Qld and/or Commonwealth survey guidelines</p> <p>Professional:</p> <p>Experience managing a diverse project portfolio</p> <p>Actively involved in relevant industry events and associations</p> <p>Remain current with relevant legislation and regulatory updates</p> <p>Maintain a network of industry peers</p>

The employee's signature confirms that the position holder and team leader / manager have read the above position description and are satisfied that it accurately describes the position.

Employee Name	
Date	
Signature	

Reviewed by	Amendments	Document Approved By	Date
Belinda Kimber		Belinda Kimber, Corporate Service Manager	20/03/2018
Kelly Byrne	2019 HR Review	Kelly Byrne, HR Manager Cameron Harvey, QLD Regional Manager	29/10/2019