

Operations Forester Position Description

Context

Manager	Senior Forester
Division	Operations
Location	West Gippsland
Tenure	Ongoing
Career Level	Career Level 2

Primary Objectives

Organisational	<p>VicForests is a Victorian State-owned business responsible for the sustainable harvest, regeneration and commercial sale of timber from Victoria's public forests on behalf of the Victorian Government.</p> <p>We undertake all of our operations in a safe, efficient and sustainable manner, keeping our staff, the community and the environment in mind in all we do.</p> <p>We are an active member of the communities in which we operate and we are committed to giving stakeholders the opportunity to have input into our forestry practices.</p>
Role	Plan and manage all operations requirements in line with legislation and business objectives.

VicForests Values

SAFE	We aim for zero harm in all that we do
SUSTAINABLE	We respect and care for our environment and the communities in which we operate
PROFESSIONAL	We operate in an ethical, efficient and accountable manner
CUSTOMER FOCUSED	We are responsible in our commercial dealings
RESPECT	We treat others in a manner that we would like to be treated

Key Result Areas

The KRA's are the major outputs for which the position is responsible for and are not a comprehensive statement of the position activities. You may however, be required to undertake other duties and responsibilities from time to time, in addition to or as variations of the duties and responsibilities of the position.

- Prepare coupes for harvest, including; assist with preparation of the coupe plan, field marking boundaries and undertaking of biodiversity field inspections and manage special values at the coupe level;
- Assist with supervising of road maintenance and road building contractors, including auditing contractors' compliance with codes of practice, regulations, prescriptions and other relevant legislation;
- Assist with other areas of the business as required, including undertaking roadline marking, regeneration burning, coupe reconnaissance and community engagement activities;
- Provide feedback to contractors and the business;
- Assist with key projects as required to ensure they are delivered on time and on budget;
- Identify and implement opportunities for continuous improvement and business development;
- Relay technical and operational advice to the Senior Forester, other staff, stakeholders and the general public;
- Undertake any duties and responsibilities to meet the requirements of the team or broader business;
- Perform duties in a manner that ensures the health and safety of yourself and others. Ensure that all incidents and hazards are reported in a timely manner;
- Take responsibility for performing the role in accordance with all relevant systems requirements;
- Identify and communicate key risks and ensure risk management processes are followed.

Selection Criteria - Core Capabilities

Qualifications	Essential / Desirable
Appropriate degree or equivalent post graduate qualification in Natural Resource Management or related field.	Desirable
Current Victorian Drivers Licence with ability to travel	Essential

Experience	Competencies acquired through experience
Species identification	<ul style="list-style-type: none"> ▪ Basic knowledge of the characteristics and silviculture of Victorian eucalypts and other key flora ▪ Basic understanding of, and ability to identify key forest habitat attributes ▪ Understanding of special values and protection requirements ▪ Knowledge of wood features and timber product grades
Bush Navigation	<ul style="list-style-type: none"> ▪ Map reading including GPS skills ▪ Moderate fitness level ▪ Able to navigate to pre-determined points, often through thick undergrowth
Contractor Management	<ul style="list-style-type: none"> ▪ Able to manage and resolve conflict ▪ Able to communicate instructions clearly and efficiently ▪ Able to monitor contractor compliance ▪ Understanding of the drivers affecting production and grade output

Operational Awareness	<ul style="list-style-type: none"> ▪ Understanding of machine capabilities ▪ Forest inventory skills ▪ Knowledge of log grading and application of the grading card ▪ Understanding of harvesting, roading, regeneration and other operational principles ▪ Understanding of legislation underpinning forest management operations
OHS Legislation & Implementation	<ul style="list-style-type: none"> ▪ Ensures OHS and safety underpin all operations ▪ Takes appropriate action to prevent safety breaches
Computer Skills	<ul style="list-style-type: none"> ▪ Basic knowledge in GIS mapping and editing ▪ Good knowledge of Microsoft Office, particularly Excel

Attributes	Behaviours
Verbal Communication Skills	<ul style="list-style-type: none"> ▪ Clearly explains information and listens to feedback ▪ Speaks clearly and concisely and keeps people interested when speaking
Decisiveness	<ul style="list-style-type: none"> ▪ Evaluates rational and emotional elements of situations ▪ Makes rational and sound decisions based on consideration of facts and alternatives
Self Management	<ul style="list-style-type: none"> ▪ Accepts responsibilities for own actions ▪ Focuses on the most important goals ▪ Plans and priorities work to ensure outcomes are achieved
Teamwork	<ul style="list-style-type: none"> ▪ Collaborates and shares information ▪ Cooperates and works well with others in the pursuit of team goals ▪ Participates in meetings, undertakes actions, participates in discussions and follows through with commitments

Further Information

Long periods of sedentary desk/computer duties may be required as part of this role.

You may be required to work independently, with minimal supervision in isolated and physically demanding environments.

Some long distance travel and overnight stays may be required in country locations.

VicForests employees may be required to contribute to fire and emergency management responsibilities
External applicants will be subject to a probation period of 3 months.

All applicants must have the right to work in Australia, supporting evidence may be requested.

Please note that in accordance with VicForests onboarding processes, new employees will need to provide information of their motor vehicle driving & insurance history and disclose any medical conditions or pre-existing injuries that can affect job and driving performance.

In addition, if this role requires a Financial Delegation or regular access to confidential information, a Police Background check will be required.

If this role requires regular contact with vulnerable people (particularly children), a Working With Children's Check will be required.

For further information about this role, please contact HR on 9608 9520 or vf.careers@vicforests.com.au

To be completed on offer / acceptance of a role:

I accept the Position Description as stated and the Position Description may need amending and updating periodically due to changes in responsibilities and organisational requirements. Changes to positions descriptions will be in accordance with the position classification and consistent with the purpose for which the position was established.

Name: _____

Position Location: _____

Signature: _____

Date: _____