

# POSITION DESCRIPTION: ECOLOGIST

## POSITION DETAILS:

Reports to:

- Director, Litoria Consulting
- Practice Director, Litoria Consulting

Consults with:

- Other Litoria Consulting staff
- Clients
- Other consultants
- Community
- Government

Location:

- Office
- Field/site as required (travel may be required)

## KEY AREAS OF RESPONSIBILITY/DUTIES:

- 1) Proficient in:
  - a) Botanical survey and methods (including plant identification and vegetation mapping),
  - b) Zoological (terrestrial & aquatic) survey and methods,
  - c) Landform / geomorphological survey methods.
- 2) Queensland plant and animal identification skills, particularly south east Queensland flora and fauna.
- 3) Proficient in qualitative and quantitative environmental impact assessment methods and tools.
- 4) Proficient in preparation of:
  - a) Identification of statutory environmental assessment and approvals requirements,
  - b) Vegetation/environmental/fauna management plans (or equivalent),
  - c) Ecological assessment reports (or equivalent),
  - d) Bushfire hazard assessments and management plans,
  - e) Revegetation and ecological restoration plans,
  - f) Environmental offsets delivery plans.
- 5) Proficient in scientific research methods including experimental design, methods, analysis and reporting.
- 6) Acquire and maintain basic proficiency in geographical information systems (GIS).



- 7) Acquire and maintain knowledge of relevant local, State and Federal environmental legislation, policies and plans.
- 8) Acquire and maintain knowledge of local government planning schemes and relevant local laws.
- 9) Acquire and apply knowledge of office equipment such as GPS to botanical and zoological survey.
- 10) Acquire and maintain knowledge of office procedures and processes.
- 11) Apply knowledge of office procedures including customer relations, health and safety, environmental management and quality management.
- 12) Prepare and lodge development applications, local law applications, applications for environmental or wildlife permits etc.
- 13) Acquire and maintain knowledge of vegetation / environmental / fauna management in accordance with relevant legislation, Australian Standards and industry best practice.
- 14) Supervise, direct and monitor performance of vegetation / environmental / fauna works in accordance with:
  - a) permit or licence conditions, and
  - b) relevant legislation, Australian Standards and industry best practice.
- 15) Provide technical and project support to the Director and other staff as required.
- 16) Respond to enquiries from the community / other professionals / government in writing / email or via telephone.
- 17) Follow up and make scheduled call backs to clients / assessors where necessary.
- 18) Review and proof written work.
- 19) Office administration from time-to-time.



# SELECTION CRITERIA

## MINIMUM QUALIFICATIONS AND EXPERIENCE:

- Tertiary qualifications in environmental science or science majoring in ecology, zoology or botany (Honours minimum). Post-graduate qualifications would be well regarded.
- Minimum 2 years' experience in a consulting or assessment role; however, students in their final year of undergraduate studies and those currently completing postgraduate studies will be considered
- Demonstrated experience in the preparation of environmental assessment reports and plans.
- Previous development assessment and approvals experience would be well regarded.

## TECHNICAL SKILLS REQUIRED:

- Demonstrated experience in designing and carrying out field surveys incl. flora and fauna survey experience.
- Plant identification throughout Queensland / New South Wales and/or arboricultural assessment experience highly regarded.
- Demonstrated experience in assessment of environmental impacts, including analysis and reporting.
- Demonstrated experience in the preparation of assessment reports, research reports and/or development applications.
- Knowledge of local, State and Commonwealth environmental assessment and approvals process, including relevant legislation and policy instruments.
- Bushfire hazard assessment methods and management measures.
- Proficient in spatial analysis (GIS), CAD experience would be well regarded.
- Software proficiency including ArcGIS and Microsoft Office suite.



## WORKPLACE SKILLS REQUIRED:

- Excellent written communication skills:
  - Clear appropriate language, aligned to the intended audience,
  - Concise and accurate; without mistakes or ambiguity.
- Excellent verbal communication and presentation skills:
  - Clear concise communication,
  - Present arguments and defend views in an effective and appropriate manner with clients and assessors.
- Shows initiative, accountability and adaptability.
- Ability to manage time effectively and meet project deadlines.
- Able to work autonomously and as part of a team.
- Mature, professional manner and presentation.

## SUPPLEMENTARY REQUIREMENTS:

- Current Class C driver's licence.
- Available for travel as appropriate – approx. 1-2 nights away per month.
- Construction white card or able to obtain.
- First aid training or able to obtain.
- 4WD experience or training desirable.

## CONDITIONS:

1. Prior to commencement of employment, you are required to obtain a Class C Driver's Licence or equivalent and maintain this throughout the term of your employment. Evidence to be provided to the employer prior to commencement.
2. Within three months of commencement of employment, you are required to obtain a Queensland general construction induction card and maintain this throughout the term of your employment. Evidence to be provided to the employer prior to end of probationary period. Where practicable, such training will occur during regular hours of work.
3. You are required to undertake an induction program at the commencement of work. During the induction program you will be provided with detailed information relating to your employment contract and other workplace policies. It is necessary for you to become fully aware of the details of our workplace policies and you will be asked to sign a form indicating that you have read and understood both documents.
4. You will be required to undertake additional training and professional development activities as directed by the employer from time-to-time. Where practicable, such training will occur during regular hours of work.

