

# Senior Environmental Scientist

## About the position

Last Modified: 14 April 2021	
Group: Asset Lifecycle	Job family: Science and Environment
Manager's title: Environment & Heritage Manager	Manager once Removed's title: Head of Engineering & Technical Support
Hours worked per week: As required	Primary work location: Parramatta
Flexibility options available: <input type="checkbox"/> Flexible hours of work (varied start and finish times) <input type="checkbox"/> Shift swapping <input type="checkbox"/> Rostered days off <input type="checkbox"/> Part time <input type="checkbox"/> Job share <input type="checkbox"/> Remote working (such as working from home)	
Number of direct reports: NA	Number of staff once removed: NA
Pay Level: <input type="checkbox"/> Award    Choose an item. <input checked="" type="checkbox"/> Individual Contract of Employment (ICE)    1	

## Purpose of the role

To deliver environmental planning and management advice to support the needs of the business in regulation, advocacy, strategy, planning and delivery to improve business, customer and environmental outcomes.

## Section 1: Key accountabilities

### Leadership accountability

Does this role have employees reporting into it?  Yes  No

Does this role have Manager once Removed accountability?  Yes  No

### Direct and indirect reports

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### Leadership expectations

- Set own priorities in relation to workload, and complete allocated tasks, including making decisions within the parameters defined in task allocation
- Coach, mentor and provide on-the-job training of scientists
- Works under general supervision and direction against established priorities and procedures
- Make decisions within project defined parameters and following established procedures and protocols

### Safety accountability

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## Key accountabilities

- Undertake the application and realisation of environmental planning and management skills and advice to the business needs in relation to regulation, advocacy, strategy, planning and delivery to improve business, customer and environmental outcomes
- Undertake the determination of appropriate environmental approval pathways and ensure assessments and plans are prepared in accordance with environmental quality, legislative requirements and delegations
- Undertake the securing of appropriate environmental approvals, licences and permits and undertake auditing and reporting
- Provide expertise in environmental planning and management that contributes to business outcomes
- Provide environmental advice using established procedures and processes as a guide
- Plan, create and delivers high-impact communications to senior audiences which contain the right messages at the right level of detail
- Perform risk analysis activities and develop management interventions

## Working relationships

Asset Lifecycle division

Collaterally across all divisions at all levels

Represent SW at Water Industry peak bodies and outwardly promote the achievements of Sydney Water

## Customer impact

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## Business impact

- Contribute to building the knowledge and awareness of environmental planning and management activities internally and externally
- Apply innovative initiatives and contribute to the improvement of quality and efficiency of environmental management and planning activities
- Contribute to innovation and knowledge sharing activities and invest in continuing personal professional development

## Financial responsibility

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## Innovation and complexity

- Cultivate effective internal and external stakeholder relationships and assist to resolve moderately complex environmental issues

## Physical and environmental conditions

- Field based       Plant based       Office based       Exposed to loud environment  
 Exposed to odorous environment       Direct contact with customers

## Section 2: Success Measures

### Qualifications, licences, and certifications

Tertiary qualifications in environmental science/environmental management (or other relevant discipline)  
Qualifications and experience in continuous improvement, process mapping, and complex problem-solving techniques

### Previous experience

Approximately 7 years' experience in a relevant role  
Proven experience in identification and implementation of environmental strategies, actions, environmental planning, environmental impact assessment, environmental audits and environmental approvals  
Understanding and experience with major water or other similar utility

### Skills

Sound knowledge of relevant environmental legislation and current environmental issues  
Highly developed oral and written communication and negotiation skills  
Knowledge of quantitative environmental management and assessment methods  
Proven ability to identify, develop strategies for and manage environmental issues associated with the planning, delivery and/or operation of large civil engineering projects  
Demonstrated ability to foster teamwork and to develop and maintain effective working relationships with internal and external stakeholders

### Additional notes

Understanding of Sydney Water's operating context desirable  
Understanding of Strategic Asset Management concepts and evolving infrastructure planning techniques

Sydney Water expects all staff to do other projects and perform additional duties as required.

# Appendix

## Manager once Removed accountabilities

- Ensure collaboration across the business and integration of work effort
- Be the person your staff once removed can talk to if they feel they are not being treated fairly by their manager or if they want to appeal a decision made by their manager
- Ensure a high quality of leadership is provided for staff once removed
- Oversee talent and succession planning in your team
- Build capability to form and maintain a high performing team

## Manager accountabilities

- Provide high quality leadership to direct reports
- Ensure direct reports fully understand your role (as a leader)
- Build and maintain a strong, two way, trusting working relationships with your staff
- Ensure your direct reports understand their individual contribution to the Team Plan, Group Business Plan, and Sydney Water Strategy
- Your team understands what is expected of them, how they are performing, and how their performance will be measured
- Make accountabilities and authorities clear and ensure your staff have the financial, people, and physical resources needed to do their best work safely
- Make fair and ethical leadership decisions in the best interests of our people, our customers and our business
- Ensure all fundamental people management and compliance standards are met, including managing leave and mandatory training
- Ensure your team is diverse, inclusive and engaged, and you work and behave in a way that is consistent with our high performing culture
- Work collaboratively and contribute to the decisions made and moves in a set direction with commitment
- Communicate with your direct reports in person about change wherever possible
- Quickly address discomfort or tension so problems are resolved before they develop into conflict
- Role model our behaviours and ethics
- Support your teams to manage their physical and mental wellbeing, through flexibility options and My Wellbeing, My Way program
- Keep your team safe and well while they are at work
- Demonstrate commitment to being safety and wellbeing in day to day actions such as sharing lessons learned and safety moments
- Fully participate in health, safety and wellbeing activities such as wellbeing support activities, incident investigations, safety meetings, safety inductions and safety training

## Planning accountabilities

- Ensure systems of work and processes are effective, that the structure of the team supports the work to be done and that work is aligned across members of my team
- Develop team business plans and ensuring effective execution of those plans
- Ensure work occurs at the right level and outcomes are delivered to the agreed standard
- Integrate work across team/s
- Apply Sydney Water policies and procedures consistently and fairly
- Communicate what is required for the business and why

## Signature behaviours

All staff are accountable for demonstrating Sydney Water's signature behaviours of:

- **Focus on solutions:** We are proactive, have a positive attitude and we are open to change. We strive to build value for our customers in all that we do
- **Stand up and contribute:** We value diversity and the experience and knowledge of ourselves and our colleagues. We choose to participate, share our view and get involved
- **Do what you say:** We are open, honest, and transparent. We are trustworthy, act with integrity and lead by example
- **Support and Encourage:** We achieve more as a team. We build effective relationships, celebrate success and help each other to be the best we can be
- **Own the outcome:** We own our role and understand how it contributes to the success of the corporate strategy and outcomes for our customers. We take personal responsibility and accountability for our decisions, actions and results