

**Position Description**

<b>POSITION TITLE:</b> Farm Hand - Mildura Reuse Site	<b>REPORTS TO:</b> Leading Hand - Mildura Reuse Site
<b>Pay Band:</b> Band 1	
<b>ORGANISATIONAL CONTEXT</b>	
<p>Lower Murray Water (LMW) operates along the Murray River, from Kerang to the South Australian border, in the municipalities of Gannawarra, Swan Hill and Mildura. We provide this extensive region with urban water and sewerage treatment, supply and disposal; river quality water for stock and irrigation; and collection and disposal of subsurface irrigation drainage. Our goal is to contribute to the economic, social and cultural development of our region and its many communities with environmentally responsible and sustainable water management.</p>	
<b>PRIMARY OBJECTIVES</b>	
<p>The Farm Hand is responsible for assisting the Leading Hand in effective operations of the Mildura Reuse Facility. This involves monitoring of reclaimed water and operation of reuse assets, farm operations including sheep husbandry activities and general maintenance of farm equipment and reuse assets.</p> <p>This role will provide support to the Reuse Farm Leading Hand in Mildura with the achievement of operational and strategic outcomes through a positive team culture and in compliance with EPA General Environment Duty regulations.</p> <p>Within the Operations team you'll perform in our safety-first and customer focused culture, ensuring our assets are operated and maintained in a safe, reliable and efficient manner.</p> <p>This position will support the coordination and planning of effective and efficient administration within the Reuse Farm team, while helping with other Operational teams to deliver wider business outcomes and ensure consistency across Waste Water and Reuse operations within Lower Murray Water.</p>	

KEY ACCOUNTABILITIES		
KEY RESULT AREA	MAJOR ACTIVITIES	PERFORMANCE INDICATORS
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Promotion of a culture that encourages risk discussions by integrating Risk Management into normal business practices.</li> <li>• Support the Leading Hand in the execution of team strategies.</li> <li>• The Reuse Farm team adhering to LMW's corporate plan and water plan.</li> <li>• Support is provided to the Leading Hand on sound operational practices.</li> <li>• All maintenance is conducted in line with LMW standards.</li> <li>• Support the long-term planning of replacement/rehabilitation and maintenance programs of the farm.</li> <li>• Execution of the yearly operational plan to maximise income opportunities from the Waste Water Reuse Farm.</li> <li>• Take part in overtime hours during lambing season and ensure the Reuse team is supported for all works at the farm.</li> <li>• Transparent operations and team engagement when coordinating the teams daily works in conjunction with the Leading Hand.</li> </ul>	<ul style="list-style-type: none"> <li>• Effective support and guidance is provided to the Operations team through development of KPI's.</li> <li>• Operations Team strategies are developed and executed in consultation with the team annually that demonstrate achievable and realistic quantitative objectives.</li> <li>• The Operations team's goals and objectives will be accurately represented in LMW's Corporate and Water Plan through active and timely collaboration.</li> <li>• Staff engagement sessions are facilitated to gain staff contribution into the direction and achievement of strategic goals.</li> <li>• Operational guidance supplied meets competency standards and recognised requirements providing operational consistency across all Lower Murray Water.</li> </ul>
<b>Customer</b>	<p><b>Internal:</b></p> <ul style="list-style-type: none"> <li>• Operations teams</li> <li>• Team Leader Operations Mildura/Robinvale</li> <li>• Manager Plant Operations and Maintenance</li> <li>• Environmental and Water Quality Team</li> <li>• Manager Infrastructure and Planning</li> <li>• Engineering staff</li> <li>• Human Resources and OHS Teams</li> <li>• Stakeholder Team</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrated strong professional relationships with stakeholders as evidenced by feedback received through staff engagement surveys, and stakeholder feedback.</li> <li>• Completion of Performance and Development Plan in accordance with LMW's talent management framework.</li> <li>• Participate in provided training and professional development which will be linked to organisational needs, aligned to performance and development plans and business planning processes.</li> <li>• Provide fair, honest and constructive feedback to all key stakeholders to foster a constructive culture and manage for performance.</li> </ul>

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	<p><b>External:</b></p> <ul style="list-style-type: none"> <li>• Regulatory bodies (EPA, DHHS)</li> <li>• LMW Customers</li> <li>• Industry Bodies (Vic Water, Water Research Aust)</li> <li>• Other Water Corporations</li> <li>• Consultants and Contractors</li> </ul>	<ul style="list-style-type: none"> <li>• Active participation in the development of the broader workforce and Operations Team to share the Reuse Farm Operational Requirements.</li> </ul>
<b>Safety</b>	<ul style="list-style-type: none"> <li>• Demonstrate a safety-first culture.</li> <li>• Identify, assess and manage emerging and current operational risks across the Operations teams.</li> <li>• Active participation in the Global Safety Index (GSI) survey.</li> <li>• Ensure that LMW provides a safe workplace that is free of harm from all forms of bullying, harassment and discrimination.</li> <li>• All policies and procedures are followed.</li> </ul>	<ul style="list-style-type: none"> <li>• Work is conducted in accordance with LMW Safety Management System at all times in a safe and compliant manner.</li> <li>• Support the development of the Operational Risk Register.</li> <li>• Improvement in GSI team and organisational survey results is achieved annually through the effective implementation of recommended actions developed through the Operations teams.</li> <li>• LMW provides a psychologically safe place to work as demonstrated by an absence of mental health related workers compensation claims.</li> <li>• Regular safety audits conducted on contractors.</li> </ul>

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Efficiency	<ul style="list-style-type: none"> <li>• Undertake the daily reuse and farming activities in accordance with the yearly operational plan.</li> <li>• Participate in farming activities including sheep husbandry activities and effective maintenance of equipment, assets and maintenance of plantation.</li> <li>• Plant, irrigate and process crops in line with yearly operational plan and water balance in line with EPA license conditions.</li> <li>• Identify and implement innovations and efficiencies in the Reuse Farm.</li> <li>• Assist in operating water and waste water treatment plants when required such <u>as</u> Mildura WWTP including routine plant checks, lab testing, monitoring and operating via SCADA including the use of trends.</li> <li>• Provide support with Operations teams and contractors on mechanical and electrical equipment, pumps, channels and pipework of the reuse systems with oversight to operational and maintenance plans.</li> <li>• Deliver LMW's livestock quality improvement program including;               <ul style="list-style-type: none"> <li>◦ Crutching and drenching sheep</li> <li>◦ Shearing sheep</li> <li>◦ Monitoring sheep during lambing season</li> <li>◦ Marking lambs</li> <li>◦ Vaccinating sheep and lambs</li> <li>◦ Organising lamb and sheep sales when market ready</li> </ul> </li> <li>• Provide updates to the Leading Hand of progress against yearly operational plan.</li> <li>• Perform tests including bore monitoring in accordance with LMW policies, procedures and regulatory requirements as required.</li> <li>• Maintain written and electronic records of all bore monitoring, chemical spraying and chemicals used during daily operations.</li> <li>• Maintain an electronic irrigation log and water balance sheet.</li> </ul>	<ul style="list-style-type: none"> <li>• Positive trends are being shown in preventative maintenance reports.</li> <li>• All water infrastructure and machinery are operated in a safe and compliant manner.</li> <li>• Gaps between current and ideal service levels are identified and strategies developed for improvement for all Water and Waste Water assets.</li> <li>• Data reporting is being completed as per organisational requirements at a satisfactory level in a timely and accurate manner.</li> <li>• Systems are being delivered on behalf of the Operations group as per organisational requirements.</li> <li>• Efficiencies and innovations that improve LMW's cost effectiveness are implemented as per organisational requirements.</li> <li>• Guidelines are met from EPA Victoria of reclaimed water use.</li> </ul>

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<b>Capital</b>	<ul style="list-style-type: none"> <li>• Ensure procurement requirements and LMW’s policies and procedures are met.</li> <li>• Assist the Leading Hand in developing an ongoing maintenance schedule of LMW’s capital works program.</li> <li>• Assist the Leading Hand in asset renewal plan development.</li> <li>• High level input and guidance into capital design and delivery.</li> </ul>	<ul style="list-style-type: none"> <li>• Procurement is undertaken in accordance with the Victorian Public Services Commission (VPSC) guidelines and LMW’s policies and procedures.</li> <li>• LMW capital works program has been developed in collaboration with other stakeholders and deliverables are clearly articulated to guide the Operations group.</li> <li>• Asset renewal plans have been developed in collaboration with key stakeholders and assets are managed in line with best practice principles.</li> </ul>

LEVEL OF AUTHORITY
Delegation Category <b>G</b> as per the current Instrument of Delegation.
NUMBER OF REPORTS
<p>Direct Reports:</p> <ul style="list-style-type: none"> <li>• Nil</li> </ul> <p>Indirect Reports:</p> <ul style="list-style-type: none"> <li>• Nil</li> </ul>
SKILLS AND BACKGROUND REQUIREMENTS
<p><b>Formal qualifications:</b></p> <ul style="list-style-type: none"> <li>• Experience and knowledge in the operation of agricultural enterprises and/or several years demonstrated experience in a similar role.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Certificate III (or willingness to complete) in Wastewater or Water Treatment/Water Industry Operations.</li> <li>• Firearm License or willingness to acquire.</li> <li>• White Card for Civil Construction.</li> </ul> <p><b>Leadership:</b></p> <ul style="list-style-type: none"> <li>• Experience managing in a diverse and collaborative operational environment.</li> <li>• Experience in the operation/maintenance of the water and wastewater reticulation systems.</li> </ul> <p><b>Customer:</b></p> <ul style="list-style-type: none"> <li>• Demonstrated experience in developing strong professional relationships to ensure organisational objectives are met.</li> </ul> <p><b>Safety:</b></p> <ul style="list-style-type: none"> <li>• Experience in operating safety systems that provide support, guidance and continuous improvement for LMW staff and stakeholders.</li> </ul>

**Efficiency:**

- Experience and detailed practical knowledge in treated wastewater irrigation re-use practices in accordance with industry regulatory requirements including tree plantation management, pasture production and livestock management.
- Experience achieving agreed performance targets and providing efficient operational and maintenance systems.
- Experience in asset management or maintenance/operations.

**Capital:**

- Experience providing input into strategic plans of a medium to large organisation.

**Compliance Requirements:**

- Driver's license.
- Compliance with criminal background checks.
- Confirmation of fitness for work.
- Proof of Vaccination in accordance with Chief Health Officer Directions and LMW's Vaccination Policy or a valid medical contraindication.

**SIGNATURES:** We certify that the content of this position description is accurate:

Position holder:

Date:

Signature:

General Manager:

Date:

Signature:

Managing Director:

Date:

Signature: