

Position Description

POSITION TITLE: Team Leader Environment	REPORTS TO: Manager Water Quality and Environment
Pay Band: Band 5	
ORGANISATIONAL CONTEXT	
<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>	
PRIMARY OBJECTIVES	
<p>The Team Leader Environment will provide leadership and business insight to the Environmental team, manage and promote the Corporation's environmental responsibilities, implement industry best practice and ensure that LMW's operations and capital work projects are carried out in line with the environmental sustainability principles.</p> <p>This role involves developing positive relationships with a variety of internal and external stakeholders, including regulatory bodies and LMW's teams across a broad range of operational activities varying in complexity, both onsite and in the office.</p> <p>The Team Leader Environment will provide crucial technical support and expertise to the environmental team, and be responsible for the development, implementation and management of LMW's Environmental Management System consistent with the principles of ISO14001 to ensure compliance with the regulatory requirements.</p> <p>This role will assist the Manager Water Quality and Environment to develop and implement strategies to address the environmental aspects of LMW's operations and service delivery requirements and ensure long term compliance with the regulatory requirements. The Team Leader Environment will also assist in reviewing, updating and developing Management Plans, auditing compliance, annual regulatory reporting requirements and budget oversight.</p>	

KEY ACCOUNTABILITIES		
KEY RESULT AREA	MAJOR ACTIVITIES	PERFORMANCE INDICATORS
Leadership	<ul style="list-style-type: none"> • Provide Leadership to the Environmental team. • Assist the Manager Water Quality and Environment in the development and implementation of strategies. • Contribute to LMWs Corporate and Water Plans. • Staff Engagement in projects. • Guidance and advice provided to the business on sound Environmental practices and regulations. • Support the implementation of culture change initiatives that promote one LMW, safety and a positive team culture. • Work closely with the Manager Water Quality and Environment to ensure best outcomes whilst minimising harm to the environment. • Develop, implement, and maintain the corporations Environmental Management System consistent with the principles of ISO14001. • Ensure regulatory and legislation compliance for all works. • Promotion of a culture that encourages risk discussions by integrating Risk Management into normal business practices. 	<ul style="list-style-type: none"> • Effective support and guidance provided to the Environmental team through development of KPIs and development plans. • Team strategies are developed in consultation with the relevant team annually that demonstrate achievable and realistic quantitative objectives. • The Team's goals and objectives will be accurately represented in LMW's Corporate and Water Plan through active and timely collaboration. • Staff engagement sessions are facilitated to gain staff contribution into the direction and achievement of strategic goals. • Operational guidance supplied meets competency standards and recognised requirements.

KEY ACCOUNTABILITIES		
KEY RESULT AREA	MAJOR ACTIVITIES	PERFORMANCE INDICATORS
Customer	Internal: <ul style="list-style-type: none"> • Manager Plant Operations and Maintenance • Senior Manager Operations • Senior Manager Service Delivery • General Manager Service Delivery and Operations • Manager Projects • Manager Infrastructure and Planning • Other Team Leaders • Engineering staff • People and Safety Teams 	<ul style="list-style-type: none"> • Demonstrated strong professional relationships with stakeholders as evidenced by feedback received through staff engagement surveys, 360 performance reviews and Board feedback. • Completion of annual succession plans and individual performance and development plans in accordance with LMW's talent management framework. • Support Manager Water Quality and Environmental and Environmental team to ensure all training and professional development is linked to organisational needs and aligned to performance and development plans and business planning processes. • Provide fair, honest and constructive feedback to all key stakeholders to foster a constructive culture and manage for performance. • Active participation in the development of the team through effective assessment of individual and team capabilities and career progression opportunities. • Continuous management of the Environmental Management System
	External: <ul style="list-style-type: none"> • Regulatory bodies (EPA, DH, ESC, Cultural communities) • LMW Customers • Industry Bodies (Vic Water, Water Research Aust) • Water Corporations • Consultants and Contractors • Aboriginal Heritage representatives 	

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Safety	<ul style="list-style-type: none"> • Demonstrate a safety-first culture by integrating risk management and 'General Environmental Duties' into normal business practices. • Identify, assess, and manage emerging and current strategic and operational environmental risks across the Operations teams. • Active participation in the Global Safety Index (GSI) survey. • Ensure that LMW provides a safe workplace that is free of harm from all forms of bullying, harassment and discrimination. 	<ul style="list-style-type: none"> • Work is conducted in accordance with LMW Safety Management System at all times in a safe and compliant manner adhering to the LMW OHS Manual. • Development and ongoing management of environmental risks and maintain the risk register. • LMW provides a psychologically safe place to work as demonstrated by an absence of mental health related workers compensation claims. • Implement the Environmental Management System with field-based teams and provide assistance to relevant staff.

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KEY RESULT AREA	MAJOR ACTIVITIES	PERFORMANCE INDICATORS
Efficiency	<ul style="list-style-type: none"> • Provide technical support and oversight to the development and implementation of Risk Management and Monitoring plans for wastewater treatment plants. • System management of service level data. • Performance reporting of Environmental Impacts. • Development and ongoing administration of the Environmental Management System • Obligatory requirements related to monitoring and reuse of irrigation drainage water are always met. • The Corporations Cultural Heritage obligations are identified and met. • Assist various teams in the preparation of environmental application for municipal planning permits. • Reclaimed water and biosolids reuse are compliant with the Environmental Protection Authority guidelines and licence conditions. • The Corporation's environmental responsibilities and staff awareness of environmental laws are promoted. • Respond to environmental complaints • Where required, assisting other work areas to meet statutory and service delivery requirements. • Respond to enquires regarding environmental issues. 	<ul style="list-style-type: none"> • Gaps between current and ideal service levels are identified and strategies developed for improvement wherever required. • Data reporting is being completed as per organisational requirements at a satisfactory level in a timely and accurate manner. • Keep abreast of technological advancements and promote projects that use innovative solutions to improve outcomes. • Implement and maintain the LMW Environmental Management System including risk register and action plan, reporting, environmental training, advice and reporting on environmental incidents. • Invasive plant and animal control are implemented and reporting to external stakeholders is completed in timely manner. • Prepare monthly, quarterly, and annual reports are required. • Advise LMW's Operations and Project teams on environmental approvals and permits. • Overseeing and promoting LMW environmental responsibilities including calculating the Greenhouse Gas Emissions, representation on relevant committees and panels as required, and responding to customer enquiries regarding environmental issues. • Develop and audit Health and Environmental Management Plans.

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Capital	<ul style="list-style-type: none"> • Lead Environmental procurement requirements in line with LMW's policies and procedures. • Provide assistance to the Operational team with LMW's capital works program to meet regulatory requirements . 	<ul style="list-style-type: none"> • Procurement is undertaken in accordance with the Victorian Public Services Commission (VPSC) guidelines and LMWs policies and procedures. • Plans and strategies are in place to ensure the successful continuity of operation tasks and capital projects with no major environmental incidents.

LEVEL OF AUTHORITY
Delegation Category E as per the current Instrument of Delegation.
NUMBER OF REPORTS
Direct Reports: <ul style="list-style-type: none"> • Environmental Officer Indirect Reports: <ul style="list-style-type: none"> • Nil
SKILLS AND BACKGROUND REQUIREMENTS
<p>Formal qualifications: Required:</p> <ul style="list-style-type: none"> • Tertiary qualification in Science/Engineering/Environmental related discipline or demonstrated experience in similar role. <p>Desirable:</p> <ul style="list-style-type: none"> • Experience within the water industry. • Ability to undertake environmental risk assessments, prepare reports and proposals. • Prior experience with developing plans for reclaimed water and biosolids reuse. <p>Leadership:</p> <ul style="list-style-type: none"> • Experience managing a small team in a diverse and collaborative operational environment. • Previous experience managing Environmental Management Systems, EPA guidelines and Regulations, and Risk Management and control. • Proven background in providing coaching and support to other leadership roles. • Excellent interpersonal and communication skills with the ability to effectively consult and negotiate with staff, customers, and external organisations to achieve win/win outcomes. <p>Customer:</p> <ul style="list-style-type: none"> • Demonstrated experience in developing strong professional relationships to ensure organisational objectives are met. • Develop meaningful, trusted, and collaborative relationships with staff at all levels.

Safety:

- Experience providing leadership in safety systems that provide support, guidance and continuous improvement for LMW staff and stakeholders.

Efficiency:

- Experience achieving agreed performance targets and providing plan development strategies within the team.
- Proven ability in working with an operational team in providing support of plan execution.
- Demonstrated ability to clearly articulate and make recommendations.

Capital:

- An understanding of capital works systems and providing advice to projects and engineering teams

Compliance Requirements:

- Driver's license.
- Compliance with criminal background checks.
- Confirmation of fitness for work.
- Proof of Vaccination in accordance with 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: