

Goulburn Broken CMA

River & Wetland Health Program Manager



**GOULBURN
BROKEN**

CATCHMENT
MANAGEMENT
AUTHORITY

1.0 POSITION DETAILS

TITLE:	River & Wetland Health Program Manager
TIME FRACTION:	1.0 FTE
CLASSIFICATION:	Program Manager
TENURE:	Fixed Term – 5-year contract
REPORTS TO:	Chief Executive Officer
FURTHER INFORMATION:	Carl Walters, Interim Chief Executive Officer
LAST UPDATED:	July 2024

2.0 POSITION OBJECTIVE

The *River and Wetland Health Program Manager's* primary objective is to deliver an integrated approach to river and wetland health in the Goulburn Broken Catchment through leading and overseeing the strategic directions, objectives and deliverables of the Program. This includes meeting the CMA's related statutory responsibility as outlined in the Water Act 1989 Statement of Obligations for Catchment Management Authorities.

3.0 POSITION CONTEXT

The River and Wetland Health Program Manager is a key leadership role, and a member of the Executive and Management Team, reporting to the CEO, providing leadership in a range of activities and functions for the organisation.

The River and Wetland Health program is a major program of the Goulburn Broken CMA. The position leads a team of water professionals, and the strategic direction, of the River and Wetland Health Program including the Regional Waterway Strategy, development, implementation, monitoring and reporting of aligned projects and activities. Contributing to state and national water policy and overseeing the delivery of a significant environmental water program, riparian and river channel management works, and wetlands management in partnerships with Traditional Owners, organisations and community.

Organisational Environment

The position works across the Goulburn Broken Catchment ensuring engagement with key stakeholders and the integration of social, environmental and economic priorities in the River and Wetland Health **program** objectives.

The position is expected to identify and develop creative and strategic environmental management decisions within a changing land and water use environment, as well as ensure that the on-ground works program is aligned with the intent and objectives of the Regional Waterways Strategy and Regional Catchment Strategy.

The management of partnerships and stakeholders' relationships is integral to the success of the position. Key relationships to foster include with Traditional Owners, Victorian Environmental Water Holder, Commonwealth Environmental Water Holder, Government departments, region and industry forums, community and other CMA's.

The position must ensure the River and Wetland Health teams culture reflects the vision, values and behaviours of the CMA, ensuring the highest standards of both service delivery and governance and a strong focus on growth and learning. The position is responsible for the direction and accountability of staff within the River and Wetland team and must ensure functions are efficiently and effectively managed. The River and Wetland team currently totals around 18 staff.

The role oversees the implementation of an annual program currently in excess of \$6 million per annum.

The position will require considerable liaison with other Executive Team members, in particular the Sustainable Landscapes Program manager. Key policy initiatives related to the MDBA plan, State Policy and new business and infrastructure programs sit in the remit of both positions.

Business Perspective

The Goulburn Broken Catchment covers 11% of Victoria and houses some 205,000 people. Of the total 2.4 million hectares of catchment, approximately 250,000 hectares is irrigated and a third of the catchment is public land. There are over 3000 agricultural businesses throughout the region, which includes the municipalities and shires of Moira, Strathbogie, Campaspe, Greater Shepparton, Mitchell, Benalla, Mansfield and Murrindindi.

The Goulburn Broken Catchment Management Authority (GB CMA) is established under the CaLP Act 1994 and, through its Regional Catchment Strategy, is focused on promoting sustainable development and the protection of land and water resources by implementing sound management practices on private and public land and water. The Authority performs these roles in partnership with others including the Department of Jobs, Precincts and Regions (DJPR), the Department of Energy, Environment, and Climate Action (DEECA), Goulburn-Murray Water, Goulburn Valley Water, Non-Government Organisations, Municipal Councils, Landcare Groups and the wider community.

GB CMA has delegated statutory functions under the provisions of the Water Act 1989, including waterway management, floodplain management and regional drainage functions. In partnership with the State Government and the community, the GB CMA is responsible for the implementation of the Regional Catchment Strategy, its monitoring and reporting.

The GB CMA offers a leadership role for the large number of organisations and boards that are working towards common sustainability and development targets. The GB CMA's priorities are to strengthen the links between these groups, be action orientated and maintain and develop community involvement in resource management of the whole catchment.

Strategic Directions

The Goulburn Broken Regional Catchment Strategy 2021-27 sets the priorities and targets for directing the Catchment's resources over six years towards achieving environmental, social and economic benefits.

The Goulburn Broken RCS and its implementation is underpinned by the resilience approach and social-ecological systems. The resilience approach to catchment management focuses on the connections between people and nature, how these connections change, and what can be done to achieve desired, balanced goals for resilience.

The primary focus for the Goulburn Broken CMA from 2021-27 is the implementation of the Goulburn Broken RCS with the following priority directions:

- Reverse the declining health of the Catchment's land water and biodiversity
- Implement pathways to adapt and transform to drivers of change
- Give effect to priorities in First Nations Country Plans
- Continue to build our understanding of tipping points and their role in navigating change
- Build values of environmental stewardship amongst an increasingly diverse community
- Broaden investment and contributions to natural resource management.

4.0 OUR VISION & PURPOSE

Vision:

Resilient landscapes, thriving communities.

Purpose:

Through its leadership and partnerships, the Goulburn Broken CMA will improve the resilience of the Catchment's people, land, biodiversity and water resources in a rapidly changing environment.

5.0 OUR VALUES & BEHAVIOURS

Environmental Sustainability

We will passionately contribute to improving the environmental health of our catchment.

Safety

We vigorously protect and look out for the safety and wellbeing of ourselves, our colleagues and our workers.

Partnerships

We focus on teamwork and collaboration across our organisation to develop strategic alliances with partners and the regional community.

Leadership

We have the courage to lead change and accept the responsibility to inspire and deliver positive change.

Respect

We embrace diversity and treat everyone with fairness, respect, openness and honesty.

Achievement, Excellence and Accountability

We do what we say we will do, we do it well and we take responsibility and accountability for our actions.

Continuous learning, innovation and improvement

We are an evidence and science-based organisation, and we test and challenge the status quo. We learn from our successes and failures, and we are continually adapting using internal and external feedback from stakeholders and the environment. We are an agile, flexible and responsive organisation.

6.0 KEY RESPONSIBILITY AREAS

Key Responsibility Areas	Key Activities
6.1 Strategic Thinking and Leadership	<p>6.1.1 Provide strategic input, advice and options to support informed decision making relevant to the Governments and communities River and Wetland health priorities.</p> <p>6.1.2 Lead the development, delivery of strategy across the Program area aligned with the strategic direction of the GB CMA - GB CMA's Regional Waterway Strategy, and relevant Commonwealth and State policies and strategies, such as the Victorian Waterways Management Strategy.</p> <p>6.1.3 Explore opportunities and new initiatives that support planning and delivery including with innovative approaches reflecting latest knowledge</p> <p>6.1.4 Continue to refine the role of the CMA in providing leadership and implementing programs/projects that address catchment resilience and climate change.</p> <p>6.1.5 Anticipate future trends to inform innovative and continuous improvement thinking.</p> <p>6.1.6 Provide leadership in both popular and unpopular decisions, during periods of change and uncertainty to achieve the long-term objectives of the Program and contribute to the objectives of the Authority.</p>
6.2 Our People	<p>6.2.1 Lead and develop a team of committed, value based, skilled and engaged professionals, including providing coaching, feedback and development conversations.</p> <p>6.2.2 Ensure and prioritise the health safety and wellbeing of the team.</p> <p>6.2.3 Promote a harmonious working environment and dedication to a common purpose to seek out innovative solutions.</p> <p>6.2.4 Encourage a team approach, promoting initiative and freedom of action within agreed and defined guidelines.</p> <p>6.2.5 Complete all GB CMA employee performance processes and ensuring organizational processes and procedures are in place and followed by the team.</p>
6.3 Communication and Influence	<p>6.3.1 Operating at a senior leadership level, establish, maintain and develop effective liaison and collaboration with all program areas, other CMA's and with stakeholders and the broader sector to integrate policy, regulation and service delivery.</p> <p>6.3.2 Create and promote opportunities to influence or build awareness of sustainable river and wetland health management with all stakeholders and in industry or wider community.</p> <p>6.3.3 Ensure that the Authority's strategic objectives are fully communicated and understood by staff, committees and stakeholders.</p>
6.4 Personal Drive & Integrity	<p>6.3.1 Demonstrate resilience and promote awareness and skill development of the resilience approach in team and broader organisation.</p> <p>6.3.2 Be action orientated - see challenges as opportunities and act with little planning.</p> <p>6.3.3 Inspire high levels of performance and commitment towards a shared vision and common values among the Program team and broader organisation, including management, staff and stakeholders.</p>

<p>6.5 Achieve Results</p>	<p>6.5.1 Be accountable for the management and development of the functions relevant to the position context including identifying research and information to enable planning and delivery of business objectives; monitoring and reporting on progress against targets and strategies using innovation and maintaining quality and standards.</p> <p>6.5.2 Deliver on a range of projects of various scales simultaneously setting priorities and goals aligned with the organisation’s objectives.</p> <p>6.5.3 Support investment planning processes to secure funding for Program deliveries using innovative approaches, maximising leveraging to maximise Authority funding.</p> <p>6.5.4 Develop and support the preparation of annual budget for the Program Area in consideration of the organisation’s objectives.</p> <p>6.5.5 Make decisions and resolve complex issues considering policy/regulatory frameworks, established systems, standards and business factors relevant to the position context and objective.</p>
<p>6.6 Knowledge & Technical Capability</p>	<p>6.6.1 Provide authoritative strategic advice based on a highly developed understanding of legislation, regulations, policy and river and wetland health management relevant to the position context and objective.</p> <p>6.6.2 Providing advice and technical expertise as required to the CEO, Board, relevant Sub-Committees, partner organisations and community.</p> <p>6.6.3 Maintain current knowledge and expertise in River & Wetland Health.</p>

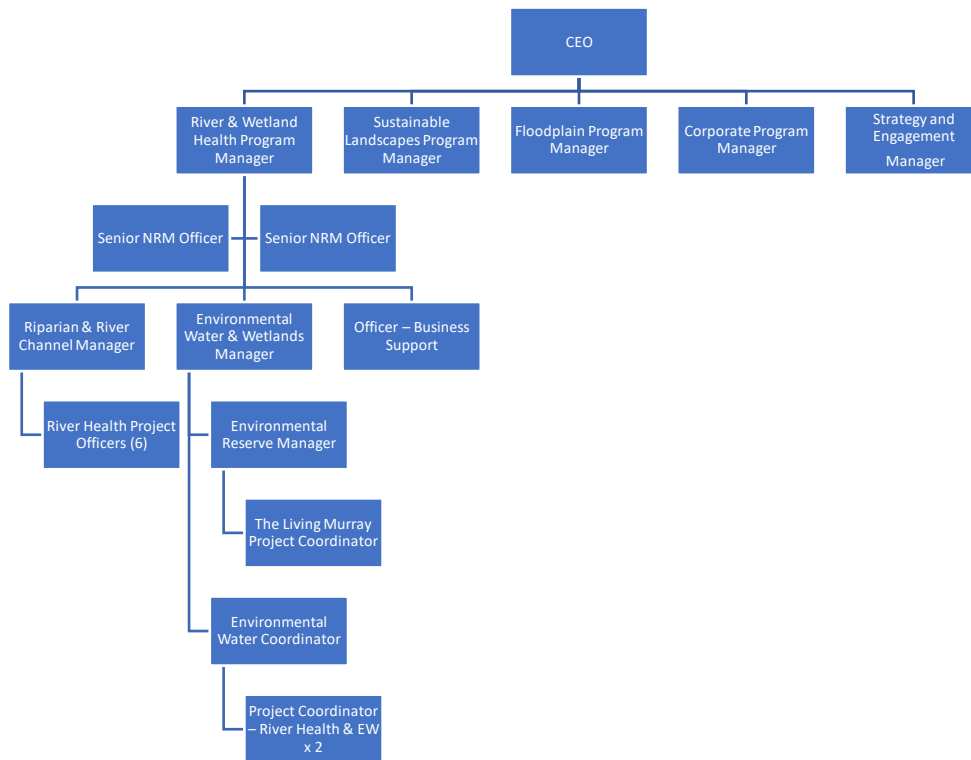
7.0 KEY PERFORMANCE INDICATORS

The position incumbent will undergo an annual performance assessment to enable performance review outcomes.

The performance review process will take into account:

- The role detailed in this document.
- Approved key performance indicators and process.
- Established River and Wetland Health Program objectives.

8.0 ORGANISATIONAL RELATIONSHIPS



Reports to:

CEO

Directly manages:

Riparian and River Channel Manager
 Wetlands and Environmental Water Manager
 Senior NRM Officers
 Officer – Business Support

Internal liaisons:

Executive and Senior Management Team
 Project Managers/Officers
 Business Support Staff
 Internal Consultants
 Board

External liaisons:

Community Engagement Groups
 Partner Orgs
 Stakeholders/Landholders
 Government Departments/Agencies
 Local Government
 Indigenous Groups
 Community
 Recreational Fishing/Angling Groups

9.0 SELECTION CRITERIA

9.1 Qualifications	<ul style="list-style-type: none"> Bachelor degree or greater qualification in science, environment, engineering, NRM or a relevant discipline (or equivalent experience) Demonstrated knowledge and understanding and experience of current thinking and practice in river and wetland health management.
9.2 Strategy and Leadership	<ul style="list-style-type: none"> Considerable experience working in a senior management and leadership role, preferably within an allied environment where partnerships are critical. Considerable experience in developing strategy, providing strategic oversight and management of funding models preferably related to river and wetland health or associated fields. Demonstrated ability to be innovative, embrace change, and challenge status quo to improve things Able to adapt to change, remain positive in adjusting approaches and role model 'above the line' behaviours Able to identify and create investment and funding opportunities

9.3 Program and Project Management	<ul style="list-style-type: none"> • Demonstrated experience in managing large scale works programs. • Demonstrates successful leadership of the implementation of a range of projects of significant scale, including developing concepts, securing funding, MERL, project management systems and reporting • Proven delivery in developing budgets, defining project outcomes and holding people accountable to set targets • Understands the wider budgetary and political environment of Authorities or Government Departments • Demonstrated experience and commitment to a high-level capability in program/project management, internal organisational management, compliance and governance, and meeting accountability requirements to a wide range of stakeholders.
9.4 Communication, Negotiation & Influence	<ul style="list-style-type: none"> • Evidence of successful communication ability and negotiation and liaison skills at senior levels in government, industry and community organisations. • An approachable and open communicator able to engage stakeholders. • Able to apply skills and techniques of negotiating, including persuasive discussions. • Effective listener, able to hear customers or community needs, sometimes complex in nature and navigate steps to desired outcomes. • Proactively manages conflict, with open and honest approach and respectful communication. Will have difficult conversations and resolve conflict, for the good of the working environment
9.5 People Management	<ul style="list-style-type: none"> • A high level of demonstrated people and team management experience, with the capacity to delegate appropriately and effectively, whilst maintaining a strong organisational overview. • Experienced people manager with demonstrated ability to lead and build a team. • Encourages and gives feedback, seeks out feedback from others. • Takes action on poor performance, identifying areas for improvement and measuring progress.

10.0 OTHER RELEVANT INFORMATION

- 10.1** The incumbent will be required to hold a current Victorian drivers' licence.
- 10.2** The incumbent may be required to attend a medical examination.
- 10.3** In accordance with HRM 028 Preemployment Screening Procedure, as the role is at a Program Manager level, the incumbent will be required to undergo a police check.
- 10.4** The incumbent will be required to declare any pecuniary interests as per requirements of the CaLP Act.
- 10.5** Whilst in the employ of the Authority an officer shall not engage or undertake to carry out for a fee, reward or payment any private contracting work unless with written permission of the Chief Executive Officer and /or Authority as applicable.

11.0 OCCUPATIONAL HEALTH AND SAFETY RESPONSIBILITY

The River & Wetland Health Program Manager must adhere to all OH&S obligations as per the GBCMA OHS Manual & Policy Statement. In particular any employee with supervisory responsibilities has a responsibility to ensure:

- They carry out their roles and responsibilities as detailed in the relevant health and safety policies and procedures.
- Ensure relevant health and safety policies and procedures are implemented in their areas of control.
- All risk control measures in their areas of responsibility are implemented, regularly monitored and maintained.
- The employees under their control are provided with the necessary information, instruction and training to effectively and safely carry out their jobs.

Employees have a responsibility to take reasonable care to protect their own health and safety and to avoid adversely affecting the health and safety of any other person. Employees have a responsibility to:

- Report any incident or hazards at work to their manager or supervisor.
- Carry out their roles and responsibilities as detailed in the relevant health and safety policies and procedures.
- Obey any reasonable instruction aimed at protecting their health and safety while at work.
- Use any equipment provided to protect their health and safety while at work.
- Assist in the identification of hazards, the assessment of risks and the implementation of risk control measures.
- Consider and provide feedback on any matters which may affect their health and safety.

- Ensure they are not affected drugs or alcohol in the workplace.

13.0 FINANCIAL DELEGATION

In accordance with GOV 002 – Financial Delegations Policy, this position has financial delegation as per position 'River Health & Wetlands Program Manager'.

14.0 POSITION CATEGORY & VEHICLE ALLOCATION

In accordance with HRM 047 – Vehicle Allocation Procedure the position is a Category 2 position with eligibility for a Vehicle Category 2.

15.0 TOTAL REMUNERATION PACKAGE

The Total Remuneration Package (TRP) will be inclusive of superannuation and can include a fully maintained private use vehicle.

16.0 PRIVACY

The GB CMA collects personal information in accordance with the Victorian Information Privacy Act 2000. Information provided by you in support of your application will only be used in consideration of this vacancy. To protect your privacy all documentation provided by you will be destroyed at the conclusion of the recruitment process.

The Goulburn Broken Catchment Management Authority is an Equal Employment Opportunity employer. It encourages diversity, provides a smoke free work environment and is committed to the wellbeing, health and safety of all employees.

The Goulburn Broken Catchment Management Authority provides Work & Lifestyle Friendly options wherever possible.