

# FORESTRYSA | POSITION DESCRIPTION

## Crew Leader



<b>Current Incumbent:</b>		<b>Appointment Type:</b>	Ongoing
<b>Location:</b>	Mount Lofty Ranges	<b>ForestrySA Level:</b>	3
<b>Reporting to:</b>	Senior Works Coordinator / Fire Manager		

### PURPOSE OF THE POSITION

Responsible for general forest establishment, maintenance, tending and Fire Protection operations including associated training.

### KEY RESPONSIBILITIES

Working under general direction, the duties and responsibilities include, but are not limited to the following:

- Support plantation and conservation operations by undertaking forest maintenance activities including break clearing, fencing, weed control, assist in research programs, trail marking and conservation and recreation projects.
- Participate in fire suppression activities including active front line protection, training and prescribed/residue burning programs
- Provide leadership and promote positive culture within a small team whilst being an effective member of a larger team.
- Other tasks as required to reflect ForestrySA's changing business needs.
- Work safely by complying with established safe work procedures and take a pro-active approach to WHS & IM by immediately advising supervisor of any hazard together with suggestions for controlling the hazard.

### OUTCOMES

- All operations comply with policy commitments and are conducted in accordance with the PSMS requirements.
- Safe work procedures complied with at all times.

### POLICIES AND STANDARDS MANAGEMENT SYSTEM (PSMS) ACCOUNTABILITIES

To meet economic, environmental, safety and social responsibilities, employees are to:

- Seek to improve business processes and practices;
- Find efficiencies, limit waste, prevent pollution, eliminate or control hazards, and manage risks;
- Protect the health and welfare of all persons in the workplace;
- Capture and maintain official records;
- Consider neighbours and treat all stakeholders with respect; and
- Protect biodiversity, cultural assets, soil and water, and forest health and vitality.

### WORKING RELATIONSHIPS

- Close working relationships with other Seasonal Operations Crew members and other ForestrySA staff.
- Reports to the Senior Works Coordinator; also receives direction from the Fire Manager.

### SPECIAL CONDITIONS

- Required to participate in fire protection activities on a roster system including working weekends and public holidays.
- Must undertake and pass regular health assessments in accordance with ForestrySA Fire Manual and complete an annual task-based test appropriate to nominated fire role.
- Required to participate in the Performance Development process.
- Must comply and adhere to ForestrySA policies and procedures, including the Code of Ethics for the South Australian Public Sector.
- Out of hours work and intrastate and interstate travel may be required.

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### FORESTRYSA CORE COMPETENCIES

<b>Leadership</b>	Demonstrates the skills required to be a leader within a small team and work in a team in a positive and constructive manner.
<b>Initiative</b>	Demonstrates the ability to apply judgement and initiative under general direction and to follow instructions and guidelines to meet set goals and team objectives.
<b>Analysis and Decision Making</b>	Demonstrates the ability to identify the information or action needed to solve a problem effectively.
<b>Communication</b>	Demonstrates the ability to effectively communicate verbally and in writing with internal and external stakeholders with an understanding and respect for confidentiality.
<b>Workplace Safety &amp; IM</b>	Promotes a safe working environment by acting as a role model and wearing/using safety equipment and following and supervising safe work procedures at all times. Supports co-workers injured at work.
<b>Organisational Values</b>	Demonstrates an understanding of and commitment to ForestrySA's organisational values including displaying ethical behaviour at all times.

### QUALIFICATIONS / CERTIFICATES & EXPERIENCE

#### Essential

- Demonstrated ability to supervise a small team in the implementation of detailed directions and procedures.
- Chainsaw Operations certificate and relevant forest maintenance knowledge and experience.
- Experience in machinery operation and a keenness to adapt to larger machinery if required.
- Relevant industry qualification and / or demonstrated experience commensurate with education.
- Basic Fire Fighting Level 1 certificate and relevant fire-fighting experience.
- A current minimum Class C driver's licence is required.
- A National Police Clearance is required.
- A current First Aid / Remote First Aid certificate is required, or willingness and ability to obtain a certificate.

#### Desirable

- HR truck licence and experience in truck driving.

#### Employee Acceptance

I have read and understood this document:

**Signature**

**Date**

**Manager Signature**

**Date**

**Chief Executive Signature**

**Date**