

# Role Description

## Assistant Geomorphologist



Department  
of Industry

Cluster	Industry
Agency	Department of Industry
Division/Branch/Unit	Lands & Water / Water / Water Information & Insights
Location	Parramatta/ Maitland
Classification/Grade/Band	DPO 1
Role Number	TBA
ANZSCO Code	234411
PCAT Code	1119192
Date of Approval	November 2016
Agency Website	<a href="https://www.industry.nsw.gov.au">https://www.industry.nsw.gov.au</a>

### Agency overview

The NSW Department of Industry leads the state government's contribution to making NSW a place where people want to live and work and businesses choose to invest and grow.

We support all areas of economic activity where NSW has competitive strengths. We also have responsibilities for:

- skill formation and development to match industry demand
- partnering with stakeholders in stewardship and sustainable use of the state's natural resources; and
- supporting economic growth in the regions.

Our strategies are built on close relationships to understand industry's needs. We deliver a wide range of training and specialist advisory services; and we help to secure efficient and dependable government decision-making that contributes to business confidence.

We measure our success by the:

- growth in quantity of employment and the value of output; and the
- competitiveness and sustainability of industries in NSW

We focus on four cultural attributes to deliver our outcomes: Ownership, Customer Experience, Innovation and Collaboration. These attributes are the pillars of our Corporate Plan.

The Lands and Water Division (L&W) is a new division and has the mandate to transform the way it does its business.

The purpose and strategy of the new division is currently being refreshed but it will continue to be responsible for:

- policy, planning, regulation, monitoring and evaluation of the State's surface water and groundwater resources and representing the NSW government in water management nationally

- strategy, policy and programs for the stewardship of Crown Lands for NSW and overseeing the management and operation of cemeteries and crematoria.

## Primary purpose of the role

Undertake analysis of fluvial geomorphology and its relationship to aquatic ecology and hydrology to produce accurate, timely and reliable information which enables the delivery of water management priorities.

## Key accountabilities

- Undertake investigation and analysis in the area of fluvial geomorphology, hydrology, and evaluation to provide data and information to inform water management outcomes
- Critically analyse, interpret results from fluvial geomorphology, hydrology, and remote sensing information to provide reliable and accurate information that contributes to water policy development
- Provide advice to internal and external clients in the area of fluvial geomorphology and evaluation to contribute to the implementation of water reform and water policy agendas
- Provide input to the review of guidelines, manuals, courses and other support materials to contribute to the improvement of knowledge and skills of staff and stakeholders in relation to fluvial geomorphology and evaluation
- As a member of various sized single and multidisciplinary projects and teams, undertake and deliver projects to which provide evidence for water management planning and policy

## Key challenges

- Maintaining knowledge of fluvial geomorphology and its application to performance monitoring and evaluation due to the complex and dynamic nature of the work environment and changing technical, policy and scientific developments
- Translating complex scientific and technical concepts into simplified language to enable clear and concise report development and implementation of analysis

## Key relationships

Who	Why
<b>Internal</b>	
Lead Eco-hydrologist	<ul style="list-style-type: none"> <li>• Receive guidance and direction, provide updates on performance monitoring and evaluation</li> <li>• Escalate issues, keep informed, advise and receive instructions</li> </ul>
Team members	<ul style="list-style-type: none"> <li>• Work collaboratively and share information</li> </ul>
Other Branches	<ul style="list-style-type: none"> <li>• Provide advice and products to meet the business needs of other branches</li> </ul>
<b>External</b>	
Research institutions	<ul style="list-style-type: none"> <li>• Seek and provide information on new technologies that can be applied to the business needs of the Office of Water.</li> </ul>
Other state agencies	<ul style="list-style-type: none"> <li>• Provide input to water management issues</li> </ul>

## **Role dimensions**

### **Decision making**

- This role independently plans and sets priorities for work to be completed and manages the day to day workload within agreed work and project plans.
- It exercises discretion in preparing briefings and other forms of written advice and refers to the manager decisions that require a higher level of delegation.

### **Reporting line**

Manager, Water Science

### **Direct reports**

Nil

### **Budget/Expenditure**

Nil

### **Essential requirements**

- Appropriate degree level tertiary qualifications in science, natural resources or a related discipline.
- Knowledge of state and federal natural resource management frameworks, in particular reference to evaluation, riverine health and water sharing.





### **Capabilities for the role**

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at [www.psc.nsw.gov.au/capabilityframework](http://www.psc.nsw.gov.au/capabilityframework)

### **Capability summary**

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

## NSW Public Sector Capability Framework

Capability Group	Capability Name	Level
 <b>Personal Attributes</b>	Display Resilience and Courage	Foundational
	<b>Act with Integrity</b>	<b>Foundational</b>
	Manage Self	Intermediate
	Value Diversity	Foundational
 <b>Relationships</b>	Communicate Effectively	Intermediate
	<b>Commit to Customer Service</b>	<b>Foundational</b>
	Work Collaboratively	Foundational
	Influence and Negotiate	Foundational
 <b>Results</b>	Deliver Results	Intermediate
	Plan and Prioritise	Foundational
	<b>Think and Solve Problems</b>	<b>Intermediate</b>
	<b>Demonstrate Accountability</b>	<b>Foundational</b>
 <b>Business Enablers</b>	Finance	Foundational
	<b>Technology</b>	<b>Intermediate</b>
	Procurement and Contract Management	Foundational
	Project Management	Intermediate

### Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

## NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
<b>Personal Attributes</b> Act with Integrity	Foundational	<ul style="list-style-type: none"> <li>Behave in an honest, ethical and professional way</li> <li>Take opportunities to clarify understanding of ethical behaviour requirements</li> <li>Identify and follow legislation, rules, policies, guidelines and codes of conduct that apply to your role</li> <li>Speak out against misconduct, illegal and inappropriate behaviour</li> <li>Report apparent conflicts of interest</li> </ul>
<b>Relationships</b> Commit to Customer Service	Foundational	<ul style="list-style-type: none"> <li>Understand the importance of customer service</li> <li>Help customers understand the services that are available</li> <li>Take responsibility for delivering services which meet customer requirements</li> <li>Keep customers informed of progress and seek feedback to ensure their needs are met</li> <li>Show respect, courtesy and fairness when interacting with</li> </ul>

## NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
		customers
<b>Results</b> Think and Solve Problems	Intermediate	<ul style="list-style-type: none"> <li>• Research and analyse information and make recommendations based on relevant evidence</li> <li>• Identify issues that may hinder completion of tasks and find appropriate solutions</li> <li>• Be willing to seek out input from others and share own ideas to achieve best outcomes</li> <li>• Identify ways to improve systems or processes which are used by the team/unit</li> </ul>
<b>Results</b> Demonstrate Accountability	Foundational	<ul style="list-style-type: none"> <li>• Take responsibility for own actions</li> <li>• Be aware of delegations and act within authority levels</li> <li>• Be aware of team goals and their impact on work tasks</li> <li>• Follow safe work practices and take reasonable care of own and others health and safety</li> <li>• Escalate issues when these are identified</li> </ul>
<b>Business Enablers</b> Technology	Intermediate	<ul style="list-style-type: none"> <li>• Apply computer applications that enable performance of more complex tasks</li> <li>• Apply practical skills in the use of relevant technology</li> <li>• Make effective use of records, information and knowledge management functions and systems</li> <li>• Understand and comply with information and communications security and acceptable use policies</li> <li>• Support the implementation of systems improvement initiatives and the introduction and roll-out of new technologies</li> </ul>