

# Role Description

## Economist



Department of  
Primary Industries

Cluster	Regional NSW
Agency	Department of Regional NSW
Division/Branch/Unit	DPI / Biosecurity & Food Safety / Strategic Programs and Partnerships
Location	Various
Classification/Grade/Band	Clerk Grade 7/8
Role Family	Standard / Finance and Economics / Delivery
ANZSCO Code	224311
PCAT Code	1119192
Date of Approval	March 2022 (updated April 2022)
Agency Website	<a href="http://www.dpi.nsw.gov.au">http://www.dpi.nsw.gov.au</a>

### Agency overview

The Department of Regional NSW was formed in 2020 as a central agency for regional issues. The Department is responsible for building resilient regional economies and communities, strengthening primary industries, managing the use of regional land, overseeing the state's mineral and mining resources and ensuring government investment in regional NSW is fair and delivers positive outcomes for local communities and businesses.

The NSW Department of Primary Industries (NSW DPI) supports the development of profitable primary industries that create a more prosperous NSW and contributes to a better environment through the sustainable use of natural resources.

Within NSW DPI, the Biosecurity & Food Safety Division is responsible for effective management and risk minimization of biosecurity threats to NSW as well as the through-chain regulation of food safety. It delivers a risk-based approach to policy and compliance and provides regional engagement and coordination in response to emergency incidents and natural disasters impacting primary industries and the food sector.

### Primary purpose of the role

Undertakes economic and statistical analysis to provide informed advice to Biosecurity and Food Safety, DPI Executive, and external clients to support the profitability and protection of the NSW economy and primary industries sector.

## Key accountabilities

- Research, analyse and review economic impact valuation methodologies and data sources; advise on data rigor, credibility and relevance to industry programs and initiatives, access relevant industry data from state and federal government agencies and key industry sources.
- Contribute to the provision of informed economic advice and information to internal stakeholders to facilitate the appropriate interpretation and implementation of policy options and support DPI policy initiatives.
- Assess the economic, social and environmental impacts to NSW from DPI and broader government policies and programs by applying a wide variety of established methodologies, including market and non-market valuation approaches, evaluation and triple-bottom line assessment.
- Prepare clear written economic assessments, written reports, publications, briefs and correspondence; that are informative and aligned with DPI requirements, to respond to Department of Regional NSW and/or Government requests.
- Establish and maintain relationships with stakeholders, seeking their advice and contribution to assist in identifying and shaping economic solutions and to inform policy decision making.

## Key challenges

- Identifying, adapting and applying relevant valuation and impact assessment methodologies to enable assessment of DPI and broader government policies and programs, and development of policy positions.
- Compilation of relevant data and manipulation to inform complex biosecurity questions.
- Collaborating with DPI colleagues to identify problems, of an interdisciplinary nature, and contributing to the development of analysis and outputs to progress policy decision making.

## Key relationships

Who	Why
<b>Internal</b>	
Manager Economic & Appraisals	<ul style="list-style-type: none"> <li>• Determine work priorities and provide information and report on the status of projects.</li> </ul>
Teams within Strategic Program & Partnerships (SP&P) and Biosecurity and Food Safety	<ul style="list-style-type: none"> <li>• Contribute to analysis of economic issues impacting policy and strategy development.</li> <li>• Contribute to a cohesive team environment by maintaining a co-operative and professional working relationship with other team members.</li> <li>• Contribute economic assessment and support, as needed, to colleagues in the communication and policy teams of SP&amp;P.</li> </ul>
<b>External</b>	
Other state and federal government agencies	<ul style="list-style-type: none"> <li>• Provide information and economic advice with regard to industry performance.</li> <li>• Provide and obtain information, formulate whole of government position and evaluate data sources.</li> <li>• Share information and technical expertise to resolve issues.</li> </ul>

## Role dimensions

### Decision making

- Sets own work priorities within the general context of project deliverables
- Independently provides information to and project teams investigating and analysing specific issues

### Reporting line

Manager Economics & Appraisals

### Direct reports

Nil

### Budget/Expenditure

Nil

## Key knowledge and experience

- Ability to undertake sound quantitative and qualitative economic analysis.
- Appreciation of key issues affecting primary industries and biosecurity.
- Experience in valuation methodology and application to government services, regulations, and policies.

## Essential requirements

- Tertiary qualifications in economics, resource economics, social and economic assessment, and/or equivalent experience.
- Evidence of the COVID-19 vaccination must be provided upon commencement of employment. This is a condition of engagement should you be successfully appointed to a position within the Department of Regional NSW (which includes Local Land Services and the Soil Conservation Service).

## Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into focus capabilities and complementary capabilities

### Focus capabilities

*Focus capabilities* are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

## Focus capabilities

Capability group/sets	Capability name	Behavioural indicators	Level
 <p>Personal Attributes</p>	<p><b>Act with Integrity</b> Be ethical and professional, and uphold and promote the public sector values</p>	<ul style="list-style-type: none"> <li>• Represent the organisation in an honest, ethical and professional way</li> <li>• Support a culture of integrity and professionalism</li> <li>• Understand and help others to recognise their obligations to comply with legislation, policies, guidelines and codes of conduct</li> <li>• Recognise and report misconduct and illegal and inappropriate behaviour</li> <li>• Report and manage apparent conflicts of interest and encourage others to do so</li> </ul>	Intermediate
 <p>Personal Attributes</p>	<p><b>Manage Self</b> Show drive and motivation, an ability to self-reflect and a commitment to learning</p>	<ul style="list-style-type: none"> <li>• Keep up to date with relevant contemporary knowledge and practices</li> <li>• Look for and take advantage of opportunities to learn new skills and develop strengths</li> <li>• Show commitment to achieving challenging goals</li> <li>• Examine and reflect on own performance</li> <li>• Seek and respond positively to constructive feedback and guidance</li> <li>• Demonstrate and maintain a high level of personal motivation</li> </ul>	Adept
 <p>Relationships</p>	<p><b>Communicate Effectively</b> Communicate clearly, actively listen to others, and respond with understanding and respect</p>	<ul style="list-style-type: none"> <li>• Tailor communication to diverse audiences</li> <li>• Clearly explain complex concepts and arguments to individuals and groups</li> <li>• Create opportunities for others to be heard, listen attentively and encourage them to express their views</li> <li>• Share information across teams and units to enable informed decision making</li> <li>• Write fluently in plain English and in a range of styles and formats</li> <li>• Use contemporary communication channels to share information, engage and interact with diverse audiences</li> </ul>	Adept

 <p>Relationships</p>	<p><b>Commit to Customer Service</b> Provide customer-focused services in line with public sector and organisational objectives</p>	<ul style="list-style-type: none"> <li>• Focus on providing a positive customer experience</li> <li>• Support a customer-focused culture in the organisation</li> <li>• Demonstrate a thorough knowledge of the services provided and relay this knowledge to customers</li> <li>• Identify and respond quickly to customer needs</li> <li>• Consider customer service requirements and develop solutions to meet needs</li> <li>• Resolve complex customer issues and needs</li> <li>• Cooperate across work areas to improve outcomes for customers</li> </ul>	<p>Intermediate</p>
 <p>Relationships</p>	<p><b>Work Collaboratively</b> Collaborate with others and value their contribution</p>	<ul style="list-style-type: none"> <li>• Build a supportive and cooperative team environment</li> <li>• Share information and learning across teams</li> <li>• Acknowledge outcomes that were achieved by effective collaboration</li> <li>• Engage other teams and units to share information and jointly solve issues and problems</li> <li>• Support others in challenging situations</li> <li>• Use collaboration tools, including digital technologies, to work with others</li> </ul>	<p>Intermediate</p>
 <p>Results</p>	<p><b>Think and Solve Problems</b> Think, analyse and consider the broader context to develop practical solutions</p>	<ul style="list-style-type: none"> <li>• Research and apply critical-thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence</li> <li>• Anticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experience</li> <li>• Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience</li> <li>• Seek contributions and ideas from people with diverse backgrounds and experience</li> <li>• Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness</li> <li>• Identify and share business process improvements to enhance effectiveness</li> </ul>	<p>Adept</p>

 <p>Results</p>	<p><b>Demonstrate Accountability</b> Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines</p>	<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> <li>• Follow government and organisational record-keeping requirements</li> </ul>	<p>Foundational</p>
 <p>Business Enablers</p>	<p><b>Technology</b> Understand and use available technologies to maximise efficiencies and effectiveness</p>	<ul style="list-style-type: none"> <li>• Identify opportunities to use a broad range of technologies to collaborate</li> <li>• Monitor compliance with cyber security and the use of technology policies</li> <li>• Identify ways to maximise the value of available technology to achieve business strategies and outcomes</li> <li>• Monitor compliance with the organisation's records, information and knowledge management requirements</li> </ul>	<p>Adept</p>
 <p>Business Enablers</p>	<p><b>Project Management</b> Understand and apply effective planning, coordination and control methods</p>	<ul style="list-style-type: none"> <li>• Perform basic research and analysis to inform and support the achievement of project deliverables</li> <li>• Contribute to developing project documentation and resource estimates</li> <li>• Contribute to reviews of progress, outcomes and future improvements</li> <li>• Identify and escalate possible variances from project plans</li> </ul>	<p>Intermediate</p>

## Complementary capabilities

*Complementary capabilities* are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities. Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
 <p>Personal Attributes</p>	<p>Display Resilience and Courage</p>	<p>Be open and honest, prepared to express your views, and willing to accept and commit to change</p>	<p>Intermediate</p>
 <p>Personal Attributes</p>	<p>Value Diversity and Inclusion</p>	<p>Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives</p>	<p>Foundational</p>
 <p>Relationships</p>	<p>Influence and Negotiate</p>	<p>Gain consensus and commitment from others, and resolve issues and conflicts</p>	<p>Adept</p>

	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Intermediate
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Foundational