

Role Description

Hydrogeologist



Planning,
Industry &
Environment

Cluster	Planning, Industry & Environment
Agency	Department of Planning, Industry & Environment
Division/Branch/Unit	Water/ Water Science
Location	Parramatta / Negotiable
Classification/Grade/Band	DPO 2-3
ANZSCO Code	234411
PCAT Code	1119192
Date of Approval	2016 (updated August 2020)
Agency Website	https://www.dpie.nsw.gov.au

Agency overview

Our vision is to create thriving environments, communities and economies for the people of New South Wales. We focus on some of the biggest issues facing our state. We deliver sustainable water resource and environment management, secure our energy supply, oversee our planning system, maximise community benefit from government land and property, and create the conditions for a prosperous state. We strive to be a high-performing, world-class public service organisation that celebrates and reflects the full diversity of the community we serve and seeks to embed Aboriginal cultural awareness and knowledge throughout the department.

The Water Group leads the NSW Government in providing confidence to communities and stakeholders with the transparent stewardship of water resources, provision of services and reforms that support sustainable and healthy environments, economies and societies across NSW.

Primary purpose of the role

Provide hydrogeological advice, technical assessment, analysis and review of groundwater issues to support the sustainable management of groundwater in NSW and enable compliance with legislation.

Key accountabilities

- Provide hydrogeological advice to the Department, other government agencies and the community to support the implementation of technically sound groundwater management plans, policies and procedures.
- Provide review, analysis and assessment of groundwater impacts of activities and developments to ensure compliance with regulatory instruments and policies.
- Contribute to projects that are technically robust hydrogeological investigations (quantity, quality and groundwater dependent ecosystems) to gain new knowledge for resource management outcomes.

- Undertake investigations and prepare solutions that address groundwater, stream interaction, dependent ecosystems science, planning and policy gaps, inconsistencies and implementation obstacles.
- Contribute to the broader water assessment and management functions to promote integration of groundwater management issues across the business.
- Research and review guidelines, manuals, courses and other support materials to inform technology and knowledge transfer.
- Participate in single and multidisciplinary project teams to provide appropriate, timely and effective advice pertaining to groundwater issues.

Key challenges

- Working in a complex and time constrained environment with changing technical, and policy developments, while meeting sustainable groundwater management outcomes that deliver social and economic benefits to the community of NSW.
- Representing the Department to the community and stakeholders to provide technically sound reviews, assessments and advice in an easily understood manner, given the sensitive nature of the information and the range of interests and perspectives in the community.
- Contributing to the development of policies, strategies and programs that balance complex and multiple issues with sensitivity to a range of stakeholder interests, resource requirements, and service delivery impacts.

Key relationships

Who	Why
Internal	
Principal Hydrogeologist	<ul style="list-style-type: none"> • Receive guidance and instruction on specific tasks. • Provide regular updates on projects and assessment activities
Team Leaders	<ul style="list-style-type: none"> • Receive guidance and instruction on specific tasks • Provide regular updates on activities relevant to each of the Team Leaders • Provide technical advice and support
Team members	<ul style="list-style-type: none"> • Provide technical advice and support • Provide advice, guidance and knowledge transfer to less experienced staff.
External	
Other government agencies	<ul style="list-style-type: none"> • Provide timely advice to ensure groundwater issues appropriately considered across all portfolios
Community members	<ul style="list-style-type: none"> • Provision of information and advice to promote informed communities

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 change to programs or projects or where a higher level of delegation is required.

Reporting line

Manager Water Science

Direct reports

Nil

Budget/Expenditure

TBA

Key knowledge and experience

- Sound working knowledge of Government’s natural resource management policies.

Essential requirements

- Degree level tertiary qualifications in Hydrogeology, Geology, Earth Sciences or related disciplines.
- Current motor vehicle driver’s licence.

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
	Act with Integrity Be ethical and professional, and uphold and promote the public sector values	<ul style="list-style-type: none"> • Represent the organisation in an honest, ethical and professional way and encourage others to do so • Act professionally and support a culture of integrity • Identify and explain ethical issues and set an example for others to follow • Ensure that others are aware of and understand 	Adept

		the legislation and policy framework within which they operate	
		<ul style="list-style-type: none"> Act to prevent and report misconduct and illegal and inappropriate behaviour 	
	Manage Self Show drive and motivation, an ability to self-reflect and a commitment to learning	<ul style="list-style-type: none"> Keep up to date with relevant contemporary knowledge and practices Look for and take advantage of opportunities to learn new skills and develop strengths Show commitment to achieving challenging goals Examine and reflect on own performance Seek and respond positively to constructive feedback and guidance Demonstrate and maintain a high level of personal motivation 	Adept
 <p>Relationships</p>	Communicate Effectively Communicate clearly, actively listen to others, and respond with understanding and respect	<ul style="list-style-type: none"> Tailor communication to diverse audiences Clearly explain complex concepts and arguments to individuals and groups Create opportunities for others to be heard, listen attentively and encourage them to express their views Share information across teams and units to enable informed decision making Write fluently in plain English and in a range of styles and formats Use contemporary communication channels to share information, engage and interact with diverse audiences 	Adept
	Commit to Customer Service Provide customer-focused services in line with public sector and organisational objectives	<ul style="list-style-type: none"> Focus on providing a positive customer experience Support a customer-focused culture in the organisation Demonstrate a thorough knowledge of the services provided and relay this knowledge to customers Identify and respond quickly to customer needs Consider customer service requirements and develop solutions to meet needs Resolve complex customer issues and needs Cooperate across work areas to improve outcomes for customers 	Intermediate
 <p>Results</p>	Think and Solve Problems Think, analyse and consider the broader context to develop practical solutions	<ul style="list-style-type: none"> Research and apply critical-thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence Anticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experience Apply creative-thinking techniques to generate 	Adept





		<ul style="list-style-type: none"> new ideas and options to address issues and improve the user experience Seek contributions and ideas from people with diverse backgrounds and experience Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness Identify and share business process improvements to enhance effectiveness 	
	<p>Demonstrate Accountability</p> <p>Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines</p>	<ul style="list-style-type: none"> Be proactive in taking responsibility and being accountable for own actions Understand delegations and act within authority levels Identify and follow safe work practices, and be vigilant about own and others' application of these practices Be aware of risks and act on or escalate risks, as appropriate Use financial and other resources responsibly 	Intermediate
	<p>Project Management</p> <p>Understand and apply effective planning, coordination and control methods</p>	<ul style="list-style-type: none"> Understand all components of the project management process, including the need to consider change management to realise business benefits Prepare clear project proposals and accurate estimates of required costs and resources Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements Identify and evaluate risks associated with the project and develop mitigation strategies Identify and consult stakeholders to inform the project strategy Communicate the project's objectives and its expected benefits Monitor the completion of project milestones against goals and take necessary action Evaluate progress and identify improvements to inform future projects 	Adept

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.

COMPLEMENTARY CAPABILITIES

Capability group/sets	Capability name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Intermediate
 Relationships	Work Collaboratively	Collaborate with others and value their contribution	Intermediate
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Adept
 Results	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
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Adept
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate