

Role Description

Graduate District Veterinarian

Role Description Fields	Details
Cluster	Department of Regional NSW
Department/Agency	Local Land Services
Location	Negotiable within Region
Classification/Grade/Band	LLS Grade 4
Role Family (internal use only)	Bespoke/Projects & Programs/Support
ANZSCO Code	234111
PCAT Code	1119192
Date of Approval	August 2022
Agency Website	www.lls.nsw.gov.au

Agency overview

The Department of Regional NSW was formed in 2020 as a central agency for regional issues. The Department has responsibility 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.

Local Land Services (LLS) is an Executive Agency related to the cluster. It provides quality, customer-focused services to landholders and the community across New South Wales. This regionally based organisation brings together a wide range of service and advisory functions including agriculture, biosecurity, natural resource management, land management, biodiversity, emergency services, and private native forestry.

Primary purpose of the role

The Graduate District Veterinarian undertakes veterinary advice and extension activities under the guidance of an LLS District veterinarian or Team Leader. Graduates will be rotated to different core functions to provide a range of experiences. The role contributes to the development of strategies that enhance the sustainability of land management activities in NSW.

Key accountabilities

- Graduates will deliver advice and conduct extension activities relevant to the program focus of the region, under guidance from their supervisor.
- Graduates will work in collaboration with the regional team, local landholders, external organisations, and community groups.
- Graduates will learn about current best practice techniques and the science supporting this practice by participating in on-the-job training and lessons-learned activities.
- Graduates will engage with customers and stakeholders to inform their understanding and encourage adoption of best practice land management.

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- In this role graduates will communicate and work with a range of government agencies and community groups to understand relevant research and development and how this can be extended to landholders across the region.
- Graduates must comply with standard operating procedures and safe work method statements for work health and safety (WHS)

Key challenges

- Understanding best practice and scientific research and making it relevant for adoption on ground.
- Balancing a range of competing priorities, projects and natural resource management and agriculture production issues, in an environment of high workload, strict deadlines and high community expectations.
- Consistently demonstrating a partnership approach with customers and stakeholders to encourage adoption of best practice.

Key relationships

Internal

Who	Why
Technical staff including District Veterinarians	<ul style="list-style-type: none"> • Seek guidance and advice where required on projects, tasks and issues • Provide information regarding critical issues and status of projects • Escalate or seek guidance on complex issues or problems
Local team	<ul style="list-style-type: none"> • Work as a team to provide programs and advisory services to meet the service delivery needs of the region, meet compliance objectives and deliver plans • Seek information and provide advice about District veterinary services provided by LLS.
Team Leader	<ul style="list-style-type: none"> • Receive direction and support in the development and implementation of LLS programs and advisory services • Provide advice and contribute to decision making regarding projects and issues • Provide regular updates on projects and priorities, escalating issues and proposing solutions

External

Who	Why
Farmers/land managers/community groups/industry groups	<ul style="list-style-type: none"> • Deliver biosecurity and emergency management services.
Department of Primary Industries, Department of Planning & Environment, and other government agencies	<ul style="list-style-type: none"> • Seek and provide advice and information to address producer knowledge gaps and support best practice

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Role dimensions

Decision making

- The role operates with autonomy in respect to the day to day operations of the team and within the limits of delegated authority, and with the support of more experienced extension and advisory staff.
- The role is accountable for the provision of high-quality service delivery and for the accuracy and integrity of the content of advice provided.
- The role requires forward thinking to ensure tasks associated with project milestones and deadlines are achieved on time.
- This role will be supported by the Team Leader and senior staff.

Reporting line

Team Leader (varies by region)

Direct reports

Nil

Budget/Expenditure

Nil

Key knowledge and experience

- Degree qualification in related field

Essential requirements

- Current NSW Driver Licence, willingness, and ability to travel

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.

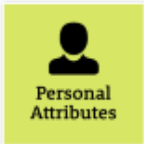
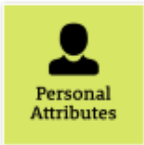
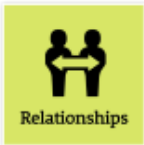
The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

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Focus capabilities

Capability group/sets	Capability name	Behavioural indicators	Level
 <p>Personal Attributes</p>	<p>Act with Integrity</p> <p>Be ethical and professional, and uphold and promote the public sector values</p>	<ul style="list-style-type: none"> • Represent the organisation in an honest, ethical and professional way • Support a culture of integrity and professionalism • Understand and help others to recognise their obligations to comply with legislation, policies, guidelines and codes of conduct • Recognise and report misconduct and illegal and inappropriate behaviour • Report and manage apparent conflicts of interest and encourage others to do so 	Intermediate
 <p>Personal Attributes</p>	<p>Manage Self</p> <p>Show drive and motivation, an ability to self-reflect and a commitment to learning</p>	<ul style="list-style-type: none"> • Adapt existing skills to new situations • Show commitment to achieving work goals • Show awareness of own strengths and areas for growth, and develop and apply new skills • Seek feedback from colleagues and stakeholders • Stay motivated when tasks become difficult 	Intermediate
 <p>Relationships</p>	<p>Communicate Effectively</p> <p>Communicate clearly, actively listen to others, and respond with understanding and respect</p>	<ul style="list-style-type: none"> • Focus on key points and speak in plain English • Clearly explain and present ideas and arguments • Listen to others to gain an understanding and ask appropriate, respectful questions • Promote the use of inclusive language and assist others to adjust where necessary • Monitor own and others' non-verbal cues and adapt where necessary • Write and prepare material that is well structured and easy to follow • Communicate routine technical information clearly 	Intermediate

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 <p>Relationships</p>	<p>Commit to Customer Service</p> <p>Provide customer-focused services in line with public sector and organisational objectives</p>	<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 	<p>Intermediate</p>
 <p>Results</p>	<p>Think and Solve Problems</p> <p>Think, analyse and consider the broader context to develop practical solutions</p>	<ul style="list-style-type: none"> • Identify the facts and type of data needed to understand a problem or explore an opportunity • Research and analyse information to make recommendations based on relevant evidence • Identify issues that may hinder the completion of tasks and find appropriate solutions • Be willing to seek input from others and share own ideas to achieve best outcomes • Generate ideas and identify ways to improve systems and processes to meet user needs 	<p>Intermediate</p>
 <p>Results</p>	<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 	<p>Intermediate</p>
 <p>Business Enablers</p>	<p>Project Management</p> <p>Understand and apply effective planning, coordination and control methods</p>	<ul style="list-style-type: none"> • Understand project goals, steps to be undertaken and expected outcomes • Plan and deliver tasks in line with agreed project milestones and timeframes • Check progress against agreed milestones and timeframes, and seek help to overcome barriers • Participate in planning and provide feedback on progress and potential improvements to project processes 	<p>Foundational</p>










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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
	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Foundational
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Foundational
	Work Collaboratively	Collaborate with others and value their contribution	Foundational
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Foundational
	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Foundational
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Foundational
	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Foundational
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Foundational
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Foundational