

Senior Biosecurity Advisor – Marine and Freshwater

Aronga | Purpose

To proactively plan, facilitate and contribute to the delivery of Environment Canterbury's Biosecurity work programme through the implementation of a specialised regional programme of works which is aligned with other regions and national requirements (including associated education, surveillance, investigation, or risk pathway management) related to Marine and Freshwater Biosecurity.

The work is undertaken in an educative and collaborate manner working with Biodiversity and Biosecurity staff, Rūnanga, landowners, agencies and businesses to progress awareness of Biosecurity issues and the implementation of effective and efficient controls.

Ngā Haepapa | Accountabilities

1. Provide specialist technical advice and guidance to develop and implement appropriate marine and freshwater biosecurity frameworks and strategies to guide ECan efforts.
2. Facilitate co-ordinated work programmes in a manner that ensures effective results, in conjunction with industry, vessel owners, landowners and Rūnanga, to achieve the desired outcomes of the Council's Biosecurity/National programmes as they relate to marine and freshwater.
3. Efficiently manage and deliver marine and freshwater programmes, including pathway management, surveillance, compliance, and monitoring, liaising with appropriate wider operations team members.
4. Responsible for the financial management and monitoring of budget expenditure areas it relates to the delivery of marine and freshwater biosecurity.
5. Responsible for the management of contracts including monitoring contractor performance against performance measures and Health & Safety requirements as it relates to marine and freshwater biosecurity.
6. Plan and coordinate surveillance programmes to enable an informed approach to the management of marine and freshwater pests and unwanted organisms.
7. Create and deliver inspection programmes using either ECan staff or contractors based on information obtained through surveillance and information provided by the greater community.
8. Ensure all data is appropriately managed enabling efficient quality reporting.
9. Prepare and deliver regular reports to management and Council on the status of marine and freshwater programs, including information from briefings and workshops.
10. Proactively look for opportunities to engage with community groups and forums, including but not limited to, Biosecurity Advisory Groups, trusts and boards, volunteer groups, Rūnanga, industry, other Regional Councils, conferences and other meetings as necessary.
11. Work collaboratively across the biosecurity functions to ensure alignment across work streams, to accurately report on the achievements of the programme outcomes and enable information to be used within team and individual work programmes.

Hononga ā-Mahi | Working Relationships

Kai rō Kaunihera | Within the Organisation

- Accountable to Team Leader for carrying out the duties and responsibilities, and report on individual progress.
- Frequent contact with the wider organisation including Operations, Science and Strategy to ensure alignment of approach and data integrity.
- Frequent contact with Biosecurity Officers to ensure programme deliverables are being met.
- Interaction with other relevant Council staff to provide coordination and updates on specialist programmes.

Kai waho i te Kaunihera | Outside the Organisation

- Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within the Canterbury rohe and Te Rūnanga o Ngāi Tahu. To demonstrate our council's commitment to recognise and provide for the kaitiaki responsibility Ngāi Tahu has for the natural environment. This will include sharing of knowledge and information, creating opportunities for increased participation in decision making processes, effective engagement and development of existing working relationships.
- Regular contact with contractors undertaking works associated with the specialised programme of works or Biosecurity programme to ensure there is reliable up to date information and contract requirements are being met.
- Within specialist area, a high level of collaboration with landowners, community agencies, industry, and pest management business to identify and secure contract opportunities for aligned outcomes that deliver to specialised programmes.
- Regular and consistent contribution to reports to our community on progress with specialised programmes, objectives, and new initiatives so the community is well informed, up to date and constructively working with Environment Canterbury.

Ngā Herenga Motuhake | Special Conditions

- Working outside normal hours will be required at times to enable effective collaboration with external organisations and the public.
- Work in the field under a range of weather conditions.
- Occasional overnight stays away from home

Hauora me te Marutau | Health and Safety

Environment Canterbury is proactive in advocating robust Health and Safety practices; we take health, safety and wellbeing very seriously.

So far as it is reasonably practicable you need to ensure the Health and Safety of yourself, your team, contractors and visitors. You must comply with current Health and Safety legislation, regulations and guidelines, organisational policies, procedures and our code of conduct.

Māngai Whakahaere | Delegations and Authorities

Delegated authority to make decisions in accordance with Council approved delegations, and authority for decision making in accordance with policies and guidelines for financial, people management and media related activities.

Ngā Āheitanga | Capabilities

Tohu Mātauranga | Qualifications

- A Bachelors degree in a relevant subject in marine science (biology, geology or geography) is required.
- A clean full drivers licence

Mātau ā-wheako | Experience

- A minimum of 7 years' experience in a similar role, working with high degree of autonomy.
- Experience in some, or all, of the following: identification and monitoring, applying regulations, contract management, project management and reporting.
- Demonstrated ability to engage a diverse range of people including the ability to communicate clearly and concisely
- Significant knowledge and experience in biosecurity activities in a marine or freshwater environment, pest/invasive species management and the operational aspects of control programmes.
- Experience in the management of operational budgets.
- Proficient in the suite of Microsoft applications and an aptitude and ability to learn new or customised systems, databases and procedures.
- Report writing skills including ability to compile a thorough but concise and factual report using graphs/ tables where appropriate to present results.

Ngā Pūkenga Matatau | Core Competencies

Specific behaviours at the Team Member level sit beneath each of the following organisational competencies. To identify the competency expectations at this level view the competency framework in the P&C Kete or the Environment Canterbury Careers website.

Customer Focus	Ensuring that the customer perspective is a driving force behind decisions and activities. Initiating and maintaining relationships inside and outside the organisation.
Business Acumen	Using an understanding of the organisation's position to contribute to effective strategies and tactics by using economic, financial and industry information. Thinking from the ratepayers' perspective.
Achieving Outcomes	Translating strategic priorities into operational reality; aligning communication, accountabilities, resources, internal processes and ongoing measurement systems to ensure that strategic priorities yield measurable and sustainable results.
Leading Change	Identifying and driving organisational and cultural changes needed to adapt strategically to changing demands, technology, and internal initiatives; using new approaches to improve results by transforming organisational culture, systems, or services.
Common Purpose	Working towards a compelling view of the future by engaging with the organisation's vision; understanding and aligning to the common purpose.
Building Capability	Attracting, developing, engaging, and retaining talented individuals allowing the organisation to meet current and future organisational challenges. Sharing authority, responsibilities

	and decision making to enable individuals to stretch their capabilities and accomplish strategic priorities.
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The above statements are intended to describe the general nature and level of work being performed; they are not an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. However, from time to time the Senior Biosecurity Advisor – Marine & Freshwater will be required to accept and carry out other duties.

Band 6 **Position Code** OPERFDS.103

I agree to undertake the responsibilities detailed in this job description:

Ingoa | Name: _____

Waitohu | Signature: _____

Rā | Date Signed: _____