

Senior Resource Management Officer – Incident Response



Horopaki | Context

Kaunihera Taiao ki Waitaha (Environment Canterbury) is the Regional Council for the largest region in Aotearoa/New Zealand, covering an area of 44,500 square kilometres, with a population of approximately 700,000.

As a regional council, we are responsible for managing natural resources including air, soil, water and land. We work in partnership with mana whenua Ngāi Tahu to protect the health of our environment to ensure a sustainable and prosperous future for our region.

The region's evolving environmental and political context means we will continue to be agile and adaptive, as we respond to regulatory and environmental changes.

Our mahi (work) is organised around the delivery of our three core services:

- Environmental Regulation and Protection
- Community Preparedness and Response to Hazards
- Public Transport

We are guided by our strategic drivers (pou):

- Putting the community and our customers at the heart of everything we do
- Growing our relationship with mana whenua into a true partnership
- Maturing our governance model and understanding of our political environment
- Removing pain for our people (and customers) by improving our systems and processes.

Our mahi is also underpinned by our values:

- Kaitiakitanga (stewardship)
- Pononga (integrity)
- Manaakitanga (people first)
- Whanaungatanga (collaboration)
- Māiatanga (can do).

Aronga | Purpose

The purpose of this role is to monitor resource management activities for compliance and enforce the provisions of the Resource Management Act 1991, Soil Conservation and Rivers Control Act 1941, rules in plans and other relevant legislation.

To investigate and report incidents including statutory offences relating to the provisions of the Resource Management Act 1991 and related legislation.

As a senior role in the organisation, this position requires an organizational perspective and approach. This includes thinking about organisation-wide interests and impacts when interacting with customers or when planning activities and expenditure, collaborating inside the organisation to achieve the desired culture, making sound business decisions, and taking ownership of leading our people when directed.

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Ngā Haepapa | Accountabilities

1. Work collaboratively and provide support to the Team Leader ensure effective and timely delivery of zone priorities. Provide technical leadership and operational support to ensure demonstration of the appropriate culture and high levels of performance and engagement. This includes the provision of Incident Response Officer training, coaching, and mentoring - as and when required.
2. Support Incident Response Officers to lead and undertake compliance monitoring and the necessary enforcement action as and when required.
3. Support, and where required, lead components of the development, implementation, and review of an integrated and aligned incident response programme with the Team Leader, Section Manager wider team.
4. Lead the development, implementation, and review of compliance programmes of work and ensure technical guidance and support is readily available to ensure service delivery, work standards, and requirements are clear.
5. Support the delivery of incident response and compliance projects, lead the resolution of complex issues and activity including analysis, monitoring, and coordination of an organisational response.
6. Ensure that incidents reported with potential adverse effects are appropriately assessed, prioritised, resourced, investigated and remedial / mitigation actions are taken as required.
7. Initiate and advise on appropriate enforcement action where necessary in accordance with legal requirements and Environment Canterbury's procedures.
8. Establish and maintain strategic networks and relationships that enhance the effectiveness of the incident response function and galvanise partnership for the delivery on zone priorities and Canterbury Water Management Strategy (CWMS) outcomes.
9. Maintain and facilitate effective and strategic networks/external parties to share appropriate information and resources to achieve an integrated approach to zone and resource management outcomes.
10. Lead the engagement and work with landowners, rūnanga, community groups, stakeholders, contractors and local / central government to progress the planning of projects and collaboratively contribute to implementation and achievement of desired outcomes.
11. Support the community to understand and implement best practices to provide for the protection of Kāi Tahu values (in particular wāhi tapu, wāhi taonga and mahinga kai) in partnership with Environment Canterbury and rūnanga

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Toitū Te Tiriti | Treaty Partner Excellence

- Deliver outcomes that underpin and give effect to achieving Ngāi Tahu cultural and environmental aspirations, including but not limited to, mahinga kai and revitalisation programmes.
 - Connect with our Ngāi Tahu partner to ensure understanding of Ngāi Tahu aspirations and priorities so that there is genuine input and contribution, which can be considered in mahi programme development and prioritisation.
 - Demonstrate openness and courageousness in approaching issues and in co-design of processes and systems, supporting thought leadership that can give effect to the progression of the partnership.
12. Contribute toward our effective, strong and valued relationship with all Papatipu Rūnanga within Waitaha/Canterbury and Te Rūnanga o Ngāi Tahu, to demonstrate our 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.
- Support the organisation's cultural capability journey, leading by example and identifying clear priorities, expectations, and development opportunities for individual capability; planning and aligning work to support organisational cultural capability across all aspects of delivery.

Hauora me te Marutau | Health and Safety

The health, safety and wellbeing of our kaimahi and community is a priority for the Council, and we proactively implement robust health and safety practices. To meet our legal obligations you must:

- Understand the health and safety and risk obligations that rest with this position, and care for your own health, safety and wellbeing and that of others you may interact with.
- Ensure awareness of, and compliance with, legislative and operational standards, policies and guidelines, including the Council's code of conduct.
- Maintain an enquiring mind, undertake your own due diligence, and apply your knowledge of best practice to ensure a detailed understanding of any risks associated with this position.
- Ensure that relevant certifications are maintained, if applicable.

Hononga ā-Mahi | Working Relationships

Kai rō Kaunihera | Within the organisation

- Accountable to the Team Leader Compliance for the delivery of role responsibilities, zone priorities and desired organisational outcomes.
- Frequent liaison with incident response, compliance and enforcement staff to provide leadership, problem solve and build capability to deliver on the organisation and environmental outcomes.
- Close working relationship with section managers and team leaders in the Operations Group as well as the wider organisational Groups with staff supporting compliance work, contributing to work programmes, or changes in processes to the deliver on the

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organisation and environmental outcomes.

- Close working relationship with respective facilitator/s, tangata whenua facilitator/s and working group/s to ensure priority milestones and outcomes in the delivery of the integrated work programme.

- **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.
- Work proactively and in collaboration with territorial authorities, primary industry organisations, environmental agencies, district health boards and other groups through development of strategic relationships to explore and develop partnerships to deliver on the right environmental outcomes.
- Work proactively with the wider community through development of strategic relationships to explore and develop partnerships to deliver on earthquake recovery outcomes.

Ngā Herenga Motuhake | Special Conditions

The Senior Incident Response Officer position is required to:

- Work outside normal hours of work at times to meet ECan business and community response needs.
- Respond to pollution events by participating in the 24-hour, Incident Response Roster.
- Work in the field under a range of weather conditions.
- Maintain a good standard of physical fitness to meet the physical demands of the position.

Māngai Whakahaere | Delegations and Authorities

Where specified, this role has 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 university degree in the fields of science, environmental management, or resource management; or the equivalent, evidenced, relevant work experience in this field.
- A relevant post-graduate qualification highly desirable.
- Must hold a full Class 1 current driver's licence.

Mātau ā-wheako | Experience

- A minimum of 5 years of experience in a role in a relevant resource management related field.
- Experience in project management and implementation.
- A high level of knowledge of the Resource Management Act and its application.

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- Proven ability to develop and nurture strong relationships with stakeholders and tangata whenua.
- Proficient in the Microsoft Suite of Applications and an aptitude towards specialised systems, programmes and databases.

Ngā Pūkenga Matatau | Core Competencies

Specific behaviours at the Team member level 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.

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 Resource Management Officer – Incident Response will be required to accept and carry out other duties.

Band / Grade

5

Position Code

OPERCMP.011

Last Updated

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

Ingoa | Name: _____

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Waitohu | Signature: _____

Rā | Date Signed: _____

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