

# Goulburn-Murray Water Position Description

## Senior Groundwater and Streams Officer

Position Number WDS408 – Ongoing

**Role Purpose:** The Groundwater and Streams Section delivers programs and projects related to the management of groundwater and unregulated surface water resources. The Senior Groundwater and Streams Officer provides technical and strategic planning advice relating to licensing, planning and management of groundwater and unregulated surface water resources, including the management of significant work programs and projects.

Reports to (title)	Groundwater and Streams Coordinator
Classification / Band	Band C \$86,245.64 - \$99,842.72
Allowances	Nil
Employment Status	GMW considers every role flexible where this can still deliver the required business outcomes, this could include but is not limited to part-time or job share.
Location	Tatura
Position Contact	Andrew Harbour - Groundwater and Streams Coordinator 0418 873 957
Key skills, Qualifications & Experience required	<p><u>Mandatory</u> Degree relevant to water, science or natural resource management. Proficient knowledge and understanding of land and water management and surface and subsurface hydrology</p> <p><u>Desired</u> Ability to undertake and oversee a range of water planning and management activities Proficient customer and stakeholder engagement skills</p>
Other Requirements	Police check Australian Drivers Licence Australian Working Rights
Approver/Approval Date	Jo Greiner – HR Business Partner – March 2025

Key Result Areas	Key Responsibilities	KPIs
Sustainable business, viable customers	<ul style="list-style-type: none"> <li>• Involvement in the development and review of groundwater and unregulated surface water management plans and assume ongoing responsibility for implementation and administration of these plans</li> <li>• Provide specialist technical advice associated with groundwater and surface water licensing activities and resource management issues to both internal and external customers</li> <li>• Review water resource management systems, policies and rules; and identify and deliver agreed improvement measures</li> <li>• Undertake complex technical assessments and investigations and reporting associated with groundwater and surface water systems</li> <li>• Participate in water resource management projects from inception to completion; including project approvals, development of contracts, management of staff, contractors and consultants, and detailed consideration of occupational health and safety (OH&amp;S) and environmental management system (EMS) issues associated with such projects</li> </ul>	<ul style="list-style-type: none"> <li>• Long term plans in place to manage access, mitigate quality and environmental risks for groundwater and unregulated streams</li> <li>• Water resource management plans in place</li> <li>• Completed technical assessments of groundwater and surface water systems</li> </ul>
Satisfied customers, trusting partners	<ul style="list-style-type: none"> <li>• Develop and strengthen collaborative and productive partnerships with Goulburn-Murray Water business units, customers, agency stakeholders and external interest groups, in the development of water resource management plans and associated technical matters</li> <li>• Provide advice on policy development and maintain effective working relationships with other agencies including the Department of Environment, Land, Water and Planning</li> </ul>	<ul style="list-style-type: none"> <li>• Customer feedback</li> <li>• Stakeholder feedback</li> <li>• Provision of consistent, timely and authoritative advice</li> </ul>

Safe, skilled, engaged people	<ul style="list-style-type: none"> <li>• Participate in an effective technical group to ensure professional and corporate standards and objectives are met</li> <li>• Provide customers and stakeholders with guidance and advice on complex groundwater and surface water systems issues</li> <li>• Undertake ongoing skills training to perform a wide range of relevant workplace activities</li> <li>• Actively contribute to personal development plans</li> </ul>	<ul style="list-style-type: none"> <li>• Provide technical support that is visible and consistently communicate messages to internal and external stakeholders</li> <li>• Successful completion of work program</li> <li>• Clear expectations and commitments given to stakeholders</li> </ul>
Innovation, data & technology driven services	<ul style="list-style-type: none"> <li>• Contribute to the implementation of Regional, State, and MDBA policies, strategies and programs</li> <li>• Identify sustainable cost reductions through continuous improvements and change</li> </ul>	<ul style="list-style-type: none"> <li>• GMW policies and procedures adhered to</li> <li>• Best practice and defensible methodologies utilised</li> </ul>

*Note: Other duties and responsibilities may be required as reasonably directed*

#### Mandatory Key Result Areas for all GMW positions

Safety	<ul style="list-style-type: none"> <li>• Comply with all GMW OH&amp;S standards, policies and procedures</li> <li>• Contribute to the continuous improvement of HSE systems by consulting with staff and passing on recommendations to improve the system to the HSE Team</li> </ul>	<ul style="list-style-type: none"> <li>• Investigate and close out incident and hazard reports on time</li> <li>• Workplace inspection findings corrected</li> <li>• Internal Audit finding actions corrected</li> <li>• All staff mandatory training completed</li> <li>• Safety meetings conducted with actions completed</li> </ul>
Policies	<ul style="list-style-type: none"> <li>• Adhere to GMW policies and procedures</li> <li>• Stay up-to-date on all GMW policies</li> <li>• Ensure all GMW policies are promulgated and adhered to</li> <li>• Advise on potential changes to policies as required by local conditions</li> <li>• Ensure all policies are communicated to, and understood by, the team</li> </ul>	<ul style="list-style-type: none"> <li>• Audit results (internal)</li> <li>• Numbers of issues escalated through team not adhering to policies</li> </ul>

#### Key Relationships

All GMW employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

#### Internal

- Water Delivery Services
- Strategy and Service Planning
- Business and Finance
- Customers and Stakeholders

#### External

- Customers, local community and investors in the delivery of efficient water solutions and associated customer service
- State Government, Commonwealth Government and environment authorities

### Behaviours and Values

*All employees are required to demonstrate GMW's values through their work and their dealings with internal and external customers. Behaviours must also align with the values and with GMW's strategic pillars below:*

#### Our Vision

'Water for a thriving Northern Victoria'

#### Our Purpose

'Working together to deliver sustainable, efficient and adaptive water services'

#### Strategic Pillars

##### Working with our customers and communities

To deliver reliable and affordable services for our current and future customers, while working with partners and stakeholders to influence and enhance regional outcomes.

Embracing Technology and Innovation

To enhance customer experience, drive operational efficiency and productivity

Investing in our people

To drive a culture of achievement and innovation that fosters the workforce of the future, and supports an ongoing focus on safety and wellbeing

Adapting our services and leveraging our assets

To support the needs of the region and our customers in the context of changing communities, markets and climates



Excellence



Honesty



Accountability



Courage



Caring