

Job Description

Position Title: *Team Leader – Environmental Assurance*

Responsible to: Manager – Environmental Assurance

Responsible for: Scientists
Students
Consultants and contractors

Relationships: Scientists, technical officers and staff across the Environment Quality group.
Regulatory Services group
Business Information and Technology Services team
Other Taranaki Regional Council staff as required
Resource consent applicants, holders and their consultants
Industry and community groups
General public, iwi/hapū and special interest groups
Other regional and local authority staff
Central government departments and agencies
Research agencies, consultants and science providers

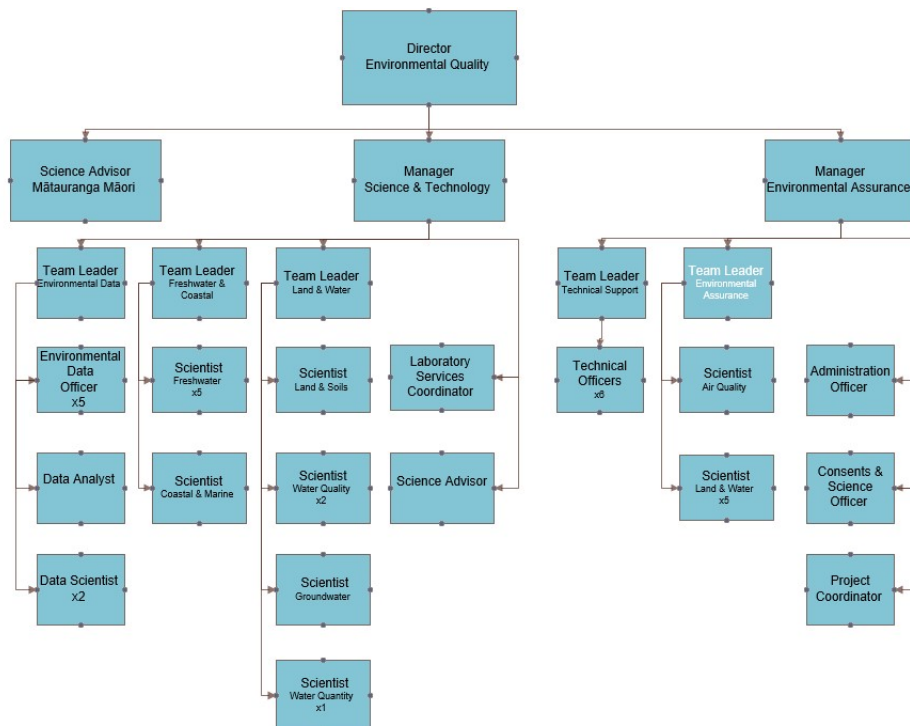
Salary: A market salary for the position will be negotiated, depending on experience, qualifications and aptitude.

Location: Stratford

Job Context: Permanent Full Time

Position Number: TBC

Holder: Vacant



Role of the Team Leader – Environmental Assurance

The Team Leader – Environmental Assurance is responsible for the efficient and effective co-ordination and delivery of a wide-range of catchment and industry-based compliance monitoring programmes. Central to this work will be mentoring and developing scientists to ensure the timely delivery of technically robust and comprehensive compliance reporting, and seek and design proactive solutions to environmental problems.

The role encompasses engagement with internal and external stakeholders, raising public awareness of council roles and responsibilities and providing specialist up-to-date compliance and regulatory advice based on sound knowledge of best practice and in line with continually evolving legislative, policy and planning instruments.

The Team Leader – Environmental Assurance contributes to the strategic leadership and direction of the Environment Quality group, and wider organisation in regard to regulatory compliance monitoring activities.

Key Skills

Qualification

- Required: A post-graduate qualification in a relevant discipline or relevant experience.
- Desired: a minimum of two years management experience or be able to demonstrate leadership capabilities in a related role

Knowledge

- High level of professional and technical knowledge of regulatory compliance, consenting and environmental management
- Sound understanding of the Resource Management Act 1991, national policy statements, regulations and standards, and other relevant legislation
- Good computer literacy, including confidence and competence in the use of Microsoft Office products and data management systems
- Understanding and appreciation of Maori culture and spiritual values and protocols

Skills / Experience

- 5+ years relevant experience involving a range of complex compliance issues and environmental projects
- Experience in a supervisory capacity or people management role, with sound leadership and motivational skills
- Experience working in a regulatory compliance and/or enforcement role preferably in a local government environment
- Strong skills in written and verbal communication, and relationship building
- Strict attention to quality control, data management and accurate record keeping
- Strong organisation and time management skills with an ability to multi-task, delivering complete solutions within agreed timeframes
- Ability to think strategically and take a council-wide perspective
- Able to quickly grasp new processes and technologies
- Health and safety practices for field work
- Experience working in isolation, and in and around streams and large rivers, in remote locations

Personal Attributes

- Collaborative leader and team player
- Excellent judgement and initiative, able to make decisions
- Able to quickly build and maintain trust, and influence and negotiate to achieve positive outcomes
- Able to resolve conflict in a positive and productive way
- Results orientated, with finely tuned attention to detail and sound time management
- Innovative and self-motivated, committed to continuous improvement
- Multi-tasker, able to remain calm under pressure
- Open-minded, practical problem solver
- Willingness to adapt
- Customer focused
- Good level of fitness and eyesight

Tasks

- Lead and co-ordinate the delivery of monitoring and reporting of consent compliance for a range of catchment and industry programmes, ensuring work programmes are aligned with the goals of the Environment Quality group
- Maintain a team environment that fosters and develops effective working relationships and a high-performance culture
- Provide expert technical advice, support, coaching and mentoring to scientists and technical support staff to achieve agreed outcomes, and grow and develop in their roles
- Assist the Manager – Environmental Assurance in developing yearly work programmes, goals, KPI's, financial management and assessing the effectiveness of the work programmes
- Work with the Environmental Assurance team to plan, schedule and co-ordinate the various compliance monitoring programmes, ensuring they are delivered with agreed timeframes and budgets
- In partnership with the Environment Quality leadership team, develop and maintain a training and competency matrix for new and existing technical services staff
- Provide accurate and timely advice and information to the public and consent holders in relation to Council's policies, plans, rules and requirements
- Identify and communicate opportunities for improvement in compliance monitoring and reporting
- Interface internally and externally on matters regarding environmental compliance monitoring and reporting
- Participate in the sharing of knowledge, advice and support across the wider organisation to deliver on strategies and priorities, promoting consistency, efficiency and innovation in compliance and environmental monitoring
- Provide thought leadership to the Council's strategies regarding environmental compliance and monitoring
- Represent the Council in relevant national forums e.g. workshops, SIG groups, conferences etc.
- Develop and maintain professional networks across all relevant sectors, identifying opportunities to leverage or collaborate on projects that may benefit the Council
- Maintain oversight of best practice and emerging methodologies/technologies in environmental monitoring
- Any other task and duties as required by the Environment Quality Managers, Director – Environment Quality or Chief Executive

Special requirements

- May be required to work outside normal working hours
- Must be able to undertake the physical requirements of the position
- May be required to work with hazardous and toxic materials
- Safety procedures must be adhered to in accordance with the Council's Policies and Procedures
- Current drivers licence

Health and Safety

The Taranaki Regional Council is committed to a process of continuous improvement in order to achieve excellence in the management of health and safety at all of our workplaces. We recognise the positive impact that the values and benefits of enhanced health and safety bring to the organisation, our employees and our communities. There are two key points to health and safety:

- The safety of our people and the communities in which we operate always comes first.
- We are all empowered and expected to challenge any unsafe situation at work.

We will achieve these by:

- Building culture
- Aiming for zero harm
- Taking reasonable practicable steps
- Managing contractors
- Communicate
- Develop knowledge
- Investigate and learn
- Ensure competence to do the job

Mission and Key Messages

Our Mission:

To work for a thriving and prosperous Taranaki by:

- Promoting the sustainable use, development and protections of our natural and physical resources
- Safeguarding Taranaki's people and resources from natural and other hazards
- Promoting and providing for significant services, amenities and infrastructure
- Representing Taranaki's interests and contributions to the regionally, nationally and internationally community

We will do this by leading with responsibility, working cooperatively, encouraging community participation, and taking into account the Treaty of Waitangi.

Our Key Messages:

The Taranaki Regional Council works with the Taranaki community:

- Improving lifestyles
- Supporting livelihoods
- Taking Taranaki forward

Values:

We are committed to:

- Public service
- Service First
- Improving the quality of our performance
- Working safely

- Effective communication and teamwork
- Initiative and the right to make mistakes
- Accountability and results
- Presentation, respect and care
- Job satisfaction