

ENVIRONMENT SOUTHLAND

Environmental Scientist Groundwater

To initiate and deliver timely, high-quality groundwater science which enable council outcomes to be achieved.

About us

Our mission

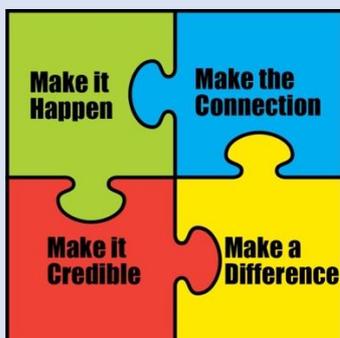
Working with the community to enhance Southland's environment.

Our vision:

A thriving Southland (Te taurikura o Murihiku)

Our values:

Here at ES, we -



Role purpose

The **Environmental Scientist Groundwater** contributes to the overall performance of the **Science Investigations and Operations Team** by providing research, analysis and reporting in the field of groundwater quality and quantity.

Emphasis is on:

- Providing advice and expertise in groundwater science relevant to the needs of Council
- Developing, implementing and managing groundwater monitoring and investigation programmes
- Participating in the development and implementation of strategies and programmes aligned with meeting organisational outcomes

About your role

Grade: 17

Pathway: T5

Group/Division: Science Group /
Science Investigations &
Operations Team

Reports to: Team Leader Water
Resources

Who you will be working with

Direct reports:

- Nil

Indirect reports:

- Nil

Key relationships

External:

- Ratepayers
- Tangata Whenua
- Research and funding partners and providers
- Community and special interest groups
- Professional and industry associations
- Territorial Local Authorities and Central Government
- Consultants and advisors

Internal:

- Chief Scientist
- Divisional Managers
- Councillors
- Other Council staff

Delegations

In line with the Environment Southland Delegations Manual

Your leadership profile – Individual Contributor

Your crucial challenge as an Individual Contributor is to find a way to add value while working effectively with others.

*To be an effective **Individual contributor**, aim to:*

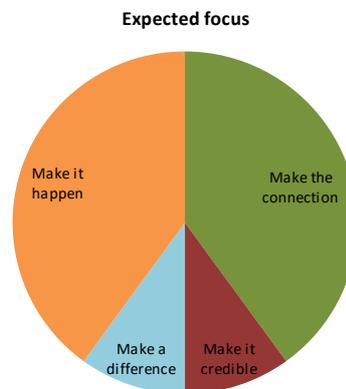
Make it Happen – Show initiative, take accountability and deliver high-quality work on time.

Make the Connection – Focus on meeting your customers' needs and work collaboratively as part of your team.

Make it Credible – Communicate clearly, show integrity, and focus on building your professional skills.

Make a Difference – Show curiosity, make thoughtful and evidence-based decisions, and aim to understand the wider context for your work.

While all elements of the Environment Southland Leadership Competency Framework are important, as an **Individual Contributor**, you will have a stronger focus on Make it Happen and Make the Connection.



Your accountabilities

Research and expertise	<ul style="list-style-type: none"> • Conduct scientific monitoring and investigations that are targeted, effective and contribute to achieving organisational outcomes. • Ensure all scientific monitoring and investigations comply with relevant regulatory requirements, industry standards and safety protocols. • Assist in identifying resource management issues related to groundwater quality and quantity, and the information required for their resolution. • Develop and implement procedures for measuring and reporting on the state of Southland's groundwater resources, and how these are changing over time. • Provide expert advice to Council, including assisting in evaluating the suitability and effectiveness of options for policies and methods in regional plans. • Contribute to strategies to reduce the risk and impact of natural hazards, environmental degradation and climate change. • Provide technical analysis and advice to Council, Hearing Panels and Environment Court as required. • Maintain awareness of national and international science relevant to your role.
Relationships and influence	<ul style="list-style-type: none"> • Develop and maintain good working relationships with the science and research community, adopt a proactive approach to addressing Council's research, science and technology needs, identify opportunities for partnerships and translate external science back into the organisation. • Ensure that other agencies, stakeholders and special interest groups are engaged with proposed and actual work and activities in groundwater science. • Provide and contribute to the provision of data, advice and information to the public and other organisations on groundwater science to support effective decision making.
Strategy and vision	<ul style="list-style-type: none"> • Support the implementation and delivery of Council's strategy
Project management	<ul style="list-style-type: none"> • Participate in projects which may be financial, transformational, strategic and/or leadership focused from time to time • Application in line with Council's corporate project management systems and processes.
Finance (budgets)	<ul style="list-style-type: none"> • Consider financial implications of actions.
Continuous improvement	<ul style="list-style-type: none"> • Continually seek opportunities to improve services for your customers (internal or external). • Show flexibility, adaptability and a willingness to change and are open to feedback as an opportunity to improve.
Stakeholder relationships / customer service	<ul style="list-style-type: none"> • Develop strong and effective relationships with internal and external stakeholders. • Respond appropriately. • Understand situations from the customer's perspective. • Keep customers up to date about progress of queries/requests/projects • Maintain clear communication
Other duties	<ul style="list-style-type: none"> • Any other duties as may be required from time to time.

Your health, safety and wellbeing

- Work safely and take responsibility for keeping self, colleagues, contractors and customers free from harm;
- Report all incidents, near-misses, hazards and accidents promptly
- Communicate whereabouts when out of the office (e.g. use Where Am I, Get Home Safe)
- Activity risk assessments are completed as part of planning for all field-based activities prior to work being undertaken, with relevant parties
- Know what to do in the event of an emergency
- Participate in safety and wellbeing initiative and programmes as required
- Attend required health and safety training and induction sessions.

Working with Māori

Working at Environment Southland requires all of our staff to uphold the council's Te Tiriti o Waitangi responsibilities as part of their day-to-day role. This might be through the appropriate delivery of functions through various legislation where Te Tiriti o Waitangi or partnering with mana whenua is required or upholding the commitments that our elected councillors have made to Ngāi Tahu ki Murihiku through the Charter of Understanding. Many of our established workstreams and programmes are delivered in partnership with the four papatipu rūnanga of Ngāi Tahu which hold mana whenua in Murihiku Southland.

This will regularly require:

- Understanding and delivery on Te Tiriti o Waitangi obligations for Environment Southland that are identified for your role
- Ensuring partnership and engagement practices are planned for, and suitable to the relationship with Ngāi Tahu ki Murihiku
- Undertaking regular learning and development for the role to support competency in delivering on Te Tiriti o Waitangi responsibilities, as directed

Your civil defence and emergency response responsibilities

All staff of Environment Southland may be required to undertake Civil Defence or Biosecurity duties in the event of an emergency. Training will be given as appropriate.

- Fulfil allocated Civil Defence and emergency response roles, as assigned.
- Manage or assist with other emergency responses that are required.
- Participate in Civil Defence and emergency response initiatives and programmes as required.

Confidentiality, privacy and recordkeeping

All staff of Environment Southland are required to collect, retain, and maintain sensitive, confidential and personal information. Training will be given as appropriate to:

- Manage all information with care and respect in accordance with the Public Records Act 2005, Privacy Act 2020, Local Government Official Information and Meetings Act 1987 and all other relevant Local Government legislation.
- Retain information, regardless of format, e.g. records and data in official organisational systems.

- Ensure no sensitive, confidential, or personal information is inappropriately shared internally or externally without the appropriate approval.
- Report a privacy breach to the organisational Privacy Officer if a situation should occur.

Your experience, knowledge and qualifications

Knowledge/Experience

- Demonstrated knowledge to fulfil requirements of the key accountabilities specified for this position.
- A post-graduate qualification (MSc or PhD) is required in a relevant field.
- A minimum 3 years relevant experience.
- Thorough knowledge of relevant national standards and guidelines.
- A good understanding of relevant resource management legislation.
- Ability to produce useful scientific outputs and advice to a high professional standard.
- Proven ability in the use of computers, spreadsheets, GIS, modelling packages and analytical methods.
- Ability to develop and maintain research collaborations.
- Experience working with stakeholders, community groups and iwi.
- A high level of experience with project management, budgeting and resource allocation.
- Experience in conveying complex technical information to diverse audiences.
- Awareness and understanding of tikanga Māori.
- Proven experience in effectively mentoring and leading people.
- Highly accurate and keen eye for detail.
- Full current driver's license (and the ability to drive a manual vehicle)

Attributes

- Ability to work in an office and field-based environment.
- Ability to influence through effective application of knowledge and logic.
- Understands the importance of building and maintain positive durable working relationships.
- Committed to understanding and delivering on Te Tiriti o Waitangi matters on behalf of Environment Southland, specific to Murihiku context.
- Interest to develop further capability, in te reo me ona tikanga Māori
- Excellent communication skills – both written and verbal.
- Honesty, integrity and commitment to preserving confidentiality, i.e. can be trusted with confidential information.
- Ability to exercise sound judgment and initiative.
- Excellent communication and customer service skills with the ability to interact with Councillors and staff at all levels within the organization.
- Able to work effectively as part of a team, but without close supervision.

Performance Review

We have a Professional Development Programme (PDP) that is the basis for performance assessment at all levels of the organisation. There is at least one formal meeting, annually, between the team member and their people leader, along with a six-month review and regular monthly catch-ups.

Acknowledgement

I _____ have received a copy of the job description and have read and understand the duties and responsibilities and key relationships described therein.

Signature _____

Date _____