

Job Description



My Position

Position:	Senior Rivers Engineer
Section:	Rivers & Natural Hazards
Group:	Environmental Services
Responsible to:	Rivers & Natural Hazards Manager
Job Purpose:	<ul style="list-style-type: none">• Provide technical engineering leadership in the delivery of Council's statutory role under the Soil Conservation and River Control Act 1941 to minimise damage from flooding and erosion in Tasman District.• Provide technical leadership in the management of Council's river and coastal assets in a responsible and sustainable manner.• Provide technical leadership in the implementation of Activity Management Plans and Asset Management Plans for river and coastal assets.• Manage and implement assigned renewal and capital projects for river and coastal assets.• Manage assigned operations and maintenance contracts as required.• Provide technical direction and mentoring to team members related to river engineering capabilities.

Our Council

Our District Vision:	Thriving and resilient Tasman communities <i>Kia manawaroa te tai o Aorere</i>
Our Purpose:	Delivering Public Value <i>Kia whai hua mā te marea</i>

Our Values

We support our Vision and Mission through living our values.

Auahatanga – Innovation. *I orea te tuatara, ka patu ki waho. A problem solved by continuing to find solutions.*

- We love ideas, big or small
- We deliver differently
- We learn and grow
- We give it a go
- We are brave and challenge the status quo

Kawenga – Responsibility. *Kia ū ki te pai. Stay resolute to that which is good.*

- We honour our commitments
- We act professionally with integrity

Manaakitanga – Caring/ Sharing. *Te tohu o te rangatira, he manaaki. The sign of a leader is how they support, protect and respect others.*

- Helpfulness and respect guide us
- Our mana encourages and lifts others up
- Care and empathy are a priority
- We are always welcoming
- We free share knowledge

Whanaungatanga – Relationships. *He aroha whakatō, he aroha puta mai. If kindness is given then kindness shall be received.*

- We connect, listen and involve

- We are honest and open
- We bring the right attitude to work
- Safety and wellbeing come first

- We believe in collective success
- Our stories create shared meaning
- We embrace diversity
- We are kind and nurturing

My Group

Role of the Environmental Services Group

The Environmental Services Group are the Tasman region's front-line providers of environmental information, science expertise, and natural infrastructure management. We provide respected specialist expertise across a range of land, water and ecological disciplines, and serve as the region's natural hazards advisor during times of emergency. Our dedicated teams also carry out extensive environmental control and protection work across the region, including biosecurity, catchment enhancement, coastal erosion, and river management works.

The Group also looks after most of the Council's regulatory functions which facilitate the development and use of land, water, and coastal resources, and which regulate activities in order to protect and improve public health and safety and the environment, and to minimise nuisance and harm to people and places. The functions undertaken include building control, resource consenting and compliance, environmental health (including food safety), alcohol licensing, animal control, parking control, biosecurity and maritime safety.

We achieve this by demonstrating the principles of Te Tiriti, investing wisely in business process improvement, data management, people, tools, and science, and by respecting, supporting and enabling those that rely on our work. Our information systems and specialist advice provide a wealth of environmental understanding, enabling our Council and communities to make empowered decisions.

My Key Result Areas

My Priorities	
What am I supposed to do?	How well am I supposed to do it?
<p>Activity Management and Planning</p> <ul style="list-style-type: none"> • Lead the application of best practice in river management using appropriate engineering methods and integrating resource management, consent conditions, and emergency management objectives. • Provide expert rivers and coastal engineering advice as required. • Contribute to annual and strategic planning, resource consent applications, and flood risk management/hazard assessment as required to key users. • Assist with and provide technical advice for the preparation and implementation of activity management plans. • Make recommendations on expenditure and revenue and authorise expenditure within delegated authority. • Assist with maintaining flood hazard mapping for rivers and water courses in conjunction with other key users. • Develop solutions to service delivery issues and make recommendations to the Section Manager. 	<p>Activity Management and Planning</p> <ul style="list-style-type: none"> • Positive feedback from Section Manager and other key users confirm useful, timely contributions. • Uses high level of specialist engineering knowledge to recommend service delivery solutions to Section Manager and other key users. • Positive and useful contribution to operational activity management objectives and plans is made. • All budgets are monitored and spent within limits, any variations approved and justified. Monthly exception reporting is received within agreed timeframes. • Flood hazard information when available is provided to key users. • Cost effective delivery of service levels is considered at all stages. Approved cost savings and/or changes to service levels are implemented.
<p>Asset Management</p> <ul style="list-style-type: none"> • Provide technical leadership for monitoring of asset performance, utilisation and condition in 	<p>Asset Management</p> <ul style="list-style-type: none"> • Rivers and Coastal assets are monitored and maintained to the agreed standards and

<p>accordance with requirements set out in asset management plans.</p> <ul style="list-style-type: none"> • Assist with and provide technical advice for the preparation and implementation of asset management plans. • Provide information to the Section Manager and other key users for the formation of asset policy. • Contribute toward optimised asset management decisions and practices and provide to key users. 	<p>conform to the statutory, regulatory and funding requirements.</p> <ul style="list-style-type: none"> • Rivers and Coastal asset information is collated and provided in an accurate, usable form, and available to other key users. • River and Coastal engineering decisions, asset management plans and systems are improved. • Cost effective delivery of service levels are considered at all stages. Approved cost savings and/or changes to service levels are implemented.
<p>Internal and External Liaison</p> <ul style="list-style-type: none"> • Ensure assigned customer service requests are processed in accordance with Council procedures and provide technical leadership for the service requests of other team members. • Form positive working relationships with key internal and external stakeholders including iwi, Fish & Game, Department of Conservation, Federated Farmers, Council's regulatory compliance teams, Council's environmental science team, and landowners. • Work closely with private landowners and other agencies to achieve maximum benefit from a collaborative approach to river or coastal works. • Work alongside other staff and neighbouring Councils to achieve maximum benefit from a collaborative approach. 	<p>Internal and External Liaison</p> <ul style="list-style-type: none"> • Customer service requests are completed to meet Level of Service response times. • Council's relationship with stakeholders is productive and effective in addressing Rivers and Coastal issues. • Rivers and Coastal activity plans, projects and maintenance services benefit from close relationship with stakeholders. • Greater efficiencies are achieved through closer relationships, collaboration and shared services.
<p>Maintenance, Renewal, and Upgrade Programme</p> <ul style="list-style-type: none"> • Provide technical leadership in the development and implementation of the river maintenance programme to ensure compliance with agreed Levels of Service and budgets. • Provide technical leadership for the planning and implementation of renewal and upgrade programmes for both existing and new flood protection infrastructure. • Monitor assigned programme expenditure against budget and report as appropriate. 	<p>Maintenance, Renewal, and Upgrade Programme</p> <ul style="list-style-type: none"> • Programmes that ensure the delivery of Levels of Service within budgets are developed, monitored and delivered. • Assigned renewals and upgrades are delivered to standards, within budget and timeframe. • Programme expenditure is monitored and within budget. Any variations justified and approved. • Monthly exception reporting is received within agreed timeframes.
<p>Procurement and Contract Management</p> <ul style="list-style-type: none"> • Lead or assist in the preparation of contract documentation as required. • Lead or assist in the evaluation of tenders as required. • Lead or assist in the management of contracts as required. • Contribute to performance assessment of service providers. • Ensure that contractors have the appropriate health and safety management systems and procedures. 	<p>Procurement and Contract Management</p> <ul style="list-style-type: none"> • Tenders for river and coastal assets are awarded in a timely and cost-effective way. • Tenders comply with Council's policies and procedures. • Professional Services contracts and delivery are managed, monitored and evaluated to deliver cost effective service. Improvements to the contract process are considered and suggested to the Team Leader and Section Manager. • Contractors agree to and comply with all of Council's health and safety requirements.
<p>Systems</p> <ul style="list-style-type: none"> • Assist in the development and monitoring of maintenance management systems, infrastructure asset databases and asset valuations. • Develop systems to respond to emergencies to protect the public assets and maintain services. • Undertake and review processes for new permits/applications relevant to the rivers and coastal structures activities. 	<p>Systems</p> <ul style="list-style-type: none"> • Maintenance management systems, databases and valuations are created, used and optimised to ensure useful, timely and accurate information is available. • Council systems are used to prioritise work programmes and ensure information sharing with key users. • Emergency systems are in place and reviewed ready to respond to emergencies affecting Council assets.

	<ul style="list-style-type: none"> • Following incidents and emergencies lessons are learned and improvements in response systems are introduced. • Council's new permits/applications for assets meet customer expectations.
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My Contribution	
Accountability	<ul style="list-style-type: none"> • I take responsibility for my performance, decisions and actions and how these impact on others. • I take ownership of my wellbeing and health and safety responsibilities and seek support if I need it. • I take responsibility for ensuring the digital information, data and records created from carrying out my role are properly stored, maintained and retrievable. • I fulfil other assigned responsibilities, tasks and project work in a professional and timely manner.
Customer Focus	<ul style="list-style-type: none"> • I focus on the needs of our customers and provide all of them with outstanding service. • I treat all people with respect, and I deliver on the commitments I make. • My actions are fair and build trust with my colleagues, customers and our community.
Relationship Building	<ul style="list-style-type: none"> • I build and maintain genuine relationships with my colleagues, customers and our community. • I actively listen to others and am supportive, friendly and helpful. • I respect all cultures and act in ways that make others feel included and valued.
Resilience & Adaptability	<ul style="list-style-type: none"> • I support new ways of working and am able to be flexible and calm when facing change or difficult situations. • I am digitally confident and participant in opportunities to learn how to apply digital business technology and tools to my work. • I am a willing contributor and participant in business process improvement solutions and other initiatives that enhance our service delivery.
Motivation & Drive	<ul style="list-style-type: none"> • I take responsibility for my own learning and development and welcome feedback to improve my performance. • I effectively plan, manage and prioritise my work and deliver it on time. • I choose to bring the right attitude to work and I role model behaviours and attitudes that align with the Council's Values.
Collaboration & Inclusion	<ul style="list-style-type: none"> • I actively contribute to the achievement of team goals and objectives. • I collaborate effectively with others and support my colleagues to achieve the Council's strategic goals and objectives.
Civil Defence Emergency Management	<ul style="list-style-type: none"> • I provide assistance and support during civil defence / emergency management activities. • I participate in civil defence and emergency management training.
Working within te ao Māori	<ul style="list-style-type: none"> • I have the appropriate level of knowledge and understanding of the principles and application of Te Tiriti o Waitangi for my role. • I have the appropriate level of knowledge of Tikanga Māori (customs and practices) and Te Reo Māori (Māori language) for my role. • I have the appropriate level of knowledge of Council's engagement protocols with the whānau, hapū and iwi of te Taihū for my role. • I foster a culturally inclusive environment by actively engaging with and respecting Māori perspectives and practices in my work.

My Delegations

I have delegated decision-making authorities and financial responsibilities for expenditure as listed in Council's Delegations Register. I have no staff responsibilities.

The Council may from time to time delegate to me other specified powers and duties, all of which I must exercise with due care and diligence.

My Competencies

My Qualifications and Experience:

- BE (Civil), BEng Tech or similar qualification, and a Chartered Member of Engineering NZ with at least five years prior experience in a senior local government engineering role - design, construction, operation, maintenance and asset management.
- Alternatively, NZ Diploma in Engineering and a Registered Engineer with at least 10 years prior experience in a senior local government engineering role - design, construction, operation, maintenance and network asset management.
- Demonstrated financial understanding of accounting for infrastructure assets.
- Demonstrated experience with asset management (computer) systems, high level of digital literacy including use of Excel, GIS systems and database applications.
- Sound knowledge of local government legislation, regulations, standards and funding.
- Demonstrated project management skills for a diverse range of complex projects, preferably in river works and flood protection.
- Full drivers licence.
- Experience in leading, managing, mentoring and coaching people is desirable.

My Personal Attributes:

- Good interpersonal skills and an aptitude to lead and motivate staff.
- An ability to relate to a wide range of people and a proven commitment to quality customer service and teamwork.
- Demonstrates initiative and resourcefulness to work in a role with significant delegated responsibility.
- Analytical skills and judgement to review technical problems and issues.
- Excellent verbal and written (English) communication skills.
- Proven ability to talk confidently at Council and public meetings.
- Excellent customer/public relations skills.
- A level of physical fitness to enable site visits and to respond in the field during emergencies.

My Agreement

My Name:

My Signature:

Date: