

# ENVIRONMENT SOUTHLAND

## Senior Scientist Estuaries and Lakes

### Role description

#### About us

##### Our mission

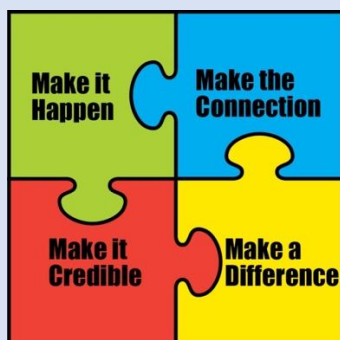
Working with the community to enhance Southland's environment.

##### Our vision:

A thriving Southland (Te taurikura o Murihiku)

##### Our values:

Here at ES, we -



#### Role purpose

The role of the **Senior Scientist Estuaries and Lakes** is to provide advice and expertise in Estuarine and Lakes science relevant to the needs of Environment Southland. Develop, implement and manage Estuarine and Lake science monitoring programmes and investigations. Lead and/or participate in the development, implementation, advocacy and monitoring of Estuarine and Lakes science management strategies and programmes aligned with meeting organisational strategic outcomes.

As a Senior Scientist, you will work predominantly in the Estuaries and Lakes domain but will need to work closely within a multi-disciplinary team. A key responsibility of role is to develop science capacity in Southland in to meet strategic outcomes. This will require the ability to develop and maintain key supporting relationships and to convey complex information to multiple audiences. You need to be a critical thinker with the ability to manage complex systems that will enable exploration of pathways for your and other teams to contribute and develop unique, robust solutions for a range of simple to complex issues. You will need to have a high/expert level of understanding and experience of Estuary and Lake sciences, with the ability to coordinate, translate and communicate science effectively and have the ability to mentor junior staff.

## About your role

**Grade:** 18

**Pathway:** T5

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

**Reports to:** Team Leader Aquatic  
Ecosystems

### Who you will be working with

#### Direct reports:

- Nil

#### Indirect reports:

- Nil

### Key stakeholders

#### External:

- Community and special interest groups
- Tangata Whenua
- Research organisations
- Consultants and advisors
- Ratepayers, resource users and the public
- Professional colleagues and their associations
- Territorial LA's & Central Government

#### Internal:

- Councillors
- Managers
- Other staff at Environment Southland

### 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:*

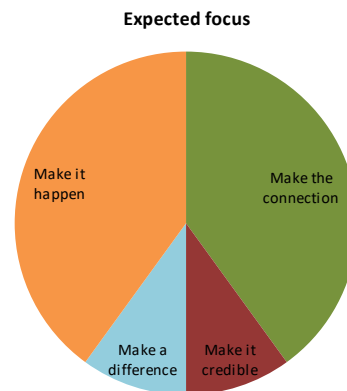
**Make it Happen** – Show initiative, take accountability and deliver high-quality work on time.

**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

<b>Relationships and influence</b>	<ul style="list-style-type: none"> <li>• Develop and maintain good working relationships with the science and research community, in particular adopting a pro-active approach with respect to addressing Environment Southland's research, science and technology (RS&amp;T) needs.</li> <li>• Ensure that other agencies, stakeholders and special interest groups are engaged with proposed and actual work and activities in Murihiku Southland in Estuarine and Lake sciences.</li> <li>• Provide mentoring for staff and establish cross divisional relationships, enabling staff to gain confidence and take ownership of the processes they are involved in whilst developing their leadership, technical abilities and effectiveness.</li> <li>• Provide and contribute to the provisions of data, advice and information to the public and other organisations regarding Environment Southland's environmental data. Enabling the sharing of knowledge leading to a more informed public/stakeholders supporting effective decision-making.</li> <li>• Provide assistance to team members or others in the organisation when required, ensuring a positive influence within and on the organisation – where it is likely that your input is actively sought both within and outside the division.</li> </ul>
<b>Provision of specialist advice and expertise</b>	<ul style="list-style-type: none"> <li>• Maintain awareness of national and international science relevant to estuaries and lakes.</li> <li>• Provide technical advice to Environment Southland planning and other staff, including assistance in evaluating the suitability and effectiveness of options for policies and methods in regional plans.</li> <li>• Provide technical analysis and policy advice to Council, Council Committees and Environment Court as required.</li> <li>• Assist in identifying the issues related to coastal/marine/freshwater science management (and interconnectivity with other systems) and the information required for their resolution and be able to articulate a strategic assessment.</li> </ul>
<b>Monitoring, investigations and research</b>	<ul style="list-style-type: none"> <li>• Plan, conduct, coordinate and manage Estuary and Lake science investigations that are targeted and effective and contribute to achieving council strategic outcomes.</li> <li>• Develop and implement procedures (e.g. indicators) for measuring and reporting on the state of Southland's resources.</li> <li>• Contribute to the development of appropriate quality assurance procedures</li> <li>• Ensure optimisation of existing monitoring programmes including the exploration of new innovative technologies and ideas to streamline Southland's monitoring, investigations and research.</li> </ul>
<b>Strategy and vision</b>	<ul style="list-style-type: none"> <li>• Support the implementation and delivery of Council's strategy</li> </ul>
<b>Project management</b>	<ul style="list-style-type: none"> <li>• Prepare and maintain project and programme documentation. Provide leadership and direction to project teams. Ensure the delivery of key outputs and manage budgets. Initiate and supervise external contracts as required. Report against milestones.</li> <li>• Participate in projects which may be financial, transformational, strategic and/or leadership focused from time to time</li> <li>• Application in line with Council's corporate project management systems and processes.</li> </ul>
<b>Finance (budgets)</b>	<ul style="list-style-type: none"> <li>• Consider financial implications of actions.</li> </ul>
<b>Continuous improvement</b>	<ul style="list-style-type: none"> <li>• Continually seek opportunities to improve services for your customers (internal or external).</li> </ul>

	<ul style="list-style-type: none"> <li>• Show flexibility, adaptability and a willingness to change and are open to feedback as an opportunity to improve.</li> </ul>
<b>Stakeholder relationships / customer service</b>	<ul style="list-style-type: none"> <li>• Develop strong and effective relationships with internal and external stakeholders.</li> <li>• Respond appropriately.</li> <li>• Understand situations from the customer's perspective.</li> <li>• Keep customers up to date about progress of queries/requests/projects</li> <li>• Maintain clear communication</li> </ul>
<b>Other duties</b>	<ul style="list-style-type: none"> <li>• Any other duties as may be required from time to time.</li> </ul>

## 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

- Engage with iwi in a way that demonstrates understanding of the nature of the relationship between iwi and Council as reflected in the principles of Te Tiriti o Waitangi and Council's values, policies and practice.
- Communicate and engage with mana whenua and mataawaka, demonstrating an understanding of tikanga, and on the basis of informed understanding of issues of significance to Māori throughout Murihiku.

## 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 fulfill requirements of the key accountabilities specified for this position.
- A post-graduate qualification in a relevant science discipline relating to aquatic sciences.
- A minimum of 7-10 years relevant experience.
- Project management experience and experience in meeting project deadlines.
- Knowledge of the key environmental issues of the Southland region and relating to Estuary and Lake sciences.
- Experience working with stakeholders, community groups and iwi.
- An ability to think strategically, and to develop a strong organisational focus.
- Proven ability to design and implement science research, investigation and monitoring programmes and a sound understanding of associated experimental design and statistical procedures.
- Skilled at communicating effectively – particularly listening, writing, and networking with diverse groups and individuals.
- Ability to plan and organise work effectively, manage projects to budget and the ability to work within a small, multi-disciplinary team.
- Proven ability in the use of computers, spreadsheets, GIS and modelling packages.
- A high level of presentation skills and ability to tailor science to a wide range of audiences.
- Understanding of environmental database systems and proven ability for innovation in information dissemination.
- Uses sound judgement, by weighing up relevant options & evaluating potential outcomes to ensure decisions are based on well thought out processes.
- Full current driver's license (and the ability to drive a manual vehicle)

### Attributes

- Enjoys working with and through other people to achieve positive outcomes.
- Understands the importance of building and maintaining positive durable working relationships both internally and with external stakeholders.
- Excellent communication skills and well-developed interpersonal skills (flexibility, listening skills).
- Ability to lead projects and to work as part of a team as well as to work independently.
- Strong attention to detail and analytical skills.
- Creative, innovative, practical and able to solve problems.
- Ability to influence through effective application of knowledge and logic.
- Honesty, integrity, enthusiasm and energy.
- Strong project management skills to manage competing priorities, with the ability to take the lead in work and wider departmental/organisational wide project work and manage on time within budget.
- Values and respects other people's contributions, work pressures and responsibilities.
- Willingness to promote and demonstrate the values of the organisation.
- Awareness and understanding of tikanga Māori.
- Competence in using appropriate software and MS Word, Excel and Outlook programmes

## 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 \_\_\_\_\_