

Position title	Senior Forester – Carbon and Projects
Role reporting to:	Regional Manager – Green Triangle <i>National Operations Manager for carbon and priority projects</i>
Date:	November 2021

1. Primary purpose of the position

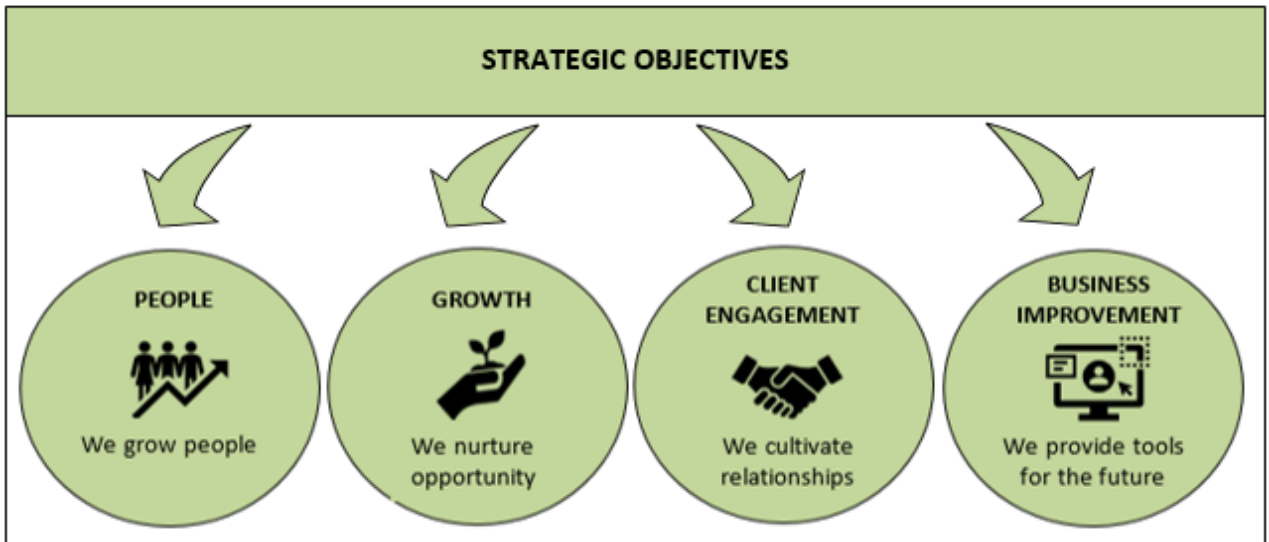
To provide:

- 1) a professional, efficient, and cost-effective forest management service to clients by building strong relationships with contractors, clients, and other stakeholders
- 2) overall co-ordination of the registration and management of carbon projects for clients
- 3) support and expertise to assist in the delivery of prioritised projects within the business.

OUR VISION
The professional land management company of choice.

OUR PURPOSE
To provide a high quality professional service, sustainably growing our business, and successfully delivering increased value to our clients, our business partners, and our people.

OUR VALUES
be **G**enuine, be **R**esilient, **O**wn it, be **W**orthy



2. Key Result Areas (KRA)

KRAs <i>(What do you do?)</i>	Measure of success <i>(Where does the buck stop)</i>	Proportion of time spent <i>(How much time spent on KRAI)</i>
Client portfolio management Delivery services in accordance with the Border Property Management Agreement	<ul style="list-style-type: none"> • Management of Border Plantations including budgeting, reporting, Operations Committee meetings and operational planning and management • Operational delivery coordination with Regional Business Centre Managers. 	<p style="text-align: center;">30%</p>
Carbon Plan and co-ordinate all activities required to register and manage carbon projects	<ul style="list-style-type: none"> • Develop and maintain a rolling three-year plan of carbon projects for the FIT estate • Ensure carbon projects are adequately accounted for in Strategic Plan modelling and regional budgets and operational plans • Compliance with Emissions Reduction Fund project registration, reporting and auditing requirements • Ensure detailed operational records are maintained in Geomaster and easily accessible to support reporting • Carbon projects are supported with appropriate carbon models and model outputs. 	<p style="text-align: center;">30%</p>
Priority projects Support the delivery of important business projects	<ul style="list-style-type: none"> • Delivery of priority projects, or parts thereof, as required by the National Operations Manager. 	<p style="text-align: center;">20%</p>
Forestry management and protection <ul style="list-style-type: none"> • The establishment, tending, maintenance and protection operations for forests are scheduled, organised and supervised to optimise client outcomes • Meet PF Olsen, client and third-party requirements regarding environmental protection and legislation 	<ul style="list-style-type: none"> • Ensure work orders and prescriptions are in place prior to operations commencing • Ensure that contractors comply with all regulations and instructions • Ensure appropriate records of operational activities are captured to required standards • Ensure that monitoring of plantations is undertaken at an appropriate frequency to detect events that require intervention • Responsible for preparing appropriate work plans to ensure tasks are completed by required dates • Ensure there are no breaches of environmental legislation and appropriate reporting and recording is undertaken • Ensure active participation in all required fire management, and as required fire suppression activities needed to protect client plantation estates. 	<p style="text-align: center;">15%</p>

KRAs <i>(What do you do?)</i>	Measure of success <i>(Where does the buck stop)</i>	Proportion of time spent <i>(How much time spent on KRAI)</i>
Health and safety Ensure that all Health and Safety Regulations and Requirements are met, for self and team	<ul style="list-style-type: none"> Responsible for compliance with legislated and company health and safety policies and procedures Accountable for ensuring all H&S accidents, incidents and near hits, and alerts, learning outcomes and hazard updates are reported as per requirements Responsible for ensuring contractors are managed in an effective and professional manner, and they are compliant with work plans and H&S legislation and insurances, and industry codes of practice Ensure that chemicals are purchased, transported, and stored within company guidelines, and stock control is accurate. 	5%

3. Financial Authorities

Does this role have a budget?	Yes	Amount: as per Border budget
Can this position sign off expenses?	Yes	Amount: as per Financial Authorities Manual as a BC Manager
Can this position incur expenses?	Yes	Amount: as per Financial Authorities Manual as a BC Manager
Can this position authorise invoices?	Yes	Amount: as per Financial Authorities Manual as a BC Manager

4. People Management

	Direct	Indirect	Total
Number of employees	0	0	0

5. External Relationships

Most frequent contacts	Nature or purpose
Consultants / Auditors	Work collaboratively on carbon and other projects as required
Contractors	Maintain and grow contractor collaboration
Neighbours	Ensure harmonious relationships
External stakeholders	Facilitate the maintenance of current lists

6. Internal Relationships

Most frequent contacts	Nature or purpose
Regional Manager, Green Triangle	Regular contact for guidance, support, and communication
Regional operations staff	Collaboration and ongoing development of best practice
Regional administration staff	Timely completion of regular administration tasks
National Operations Manager	Dotted reporting line for carbon projects and prioritised business projects
Head office staff	Responding to queries To ensure that record keeping and reporting is timely and accurate

7. Knowledge/Skills/Experience/Education

Expected	Desired
Qualification in Forest Science, Environmental Science, Natural Resource Management, Applied Science or equivalent	Strong working knowledge of Microsoft Office
Broad appreciation of the ERF and associated land and vegetation management Carbon Farming Initiative methodologies	Exposure to the Plantation Forestry Methodology (carbon) including understanding and working knowledge of FullCAM
Broad understanding and practical experience in commercial forestry and servicing clients'	Operational experience in plantation forestry
Relevant work experience in forestry, agriculture, or contractor management	
Understanding or appreciation of GIS, GPS data collection devices and electronic mapping software	Ability to use GIS, GPS data collection devices and electronic mapping software
Understanding or appreciation of forestry management systems	Ability to use forestry management systems

8. Behaviours

Definition of behaviour	Demonstration of behaviour
Time Management	Efficient, prioritises workload
Attention to detail	Deliver high quality and accurate work
Ownership	Take control of tasks/projects and delivers them on time
Leadership	Effectively guide and assist staff as required
Professionalism	<ul style="list-style-type: none"> • High standard of professionalism and conduct • Declares and resolves any possible conflict of interest • Maintains confidentiality in all company and client related business