



Position Description

Forest Operations Manager NW (10417)

Sustainable Timber Tasmania (STT) is a Government Business Enterprise with responsibility for managing approximately 800,000 hectares of Tasmanian public production forest. As a land manager and as a provider of renewable forest products, sustainability is at the heart of everything STT does. It's the long-term future for our business and includes sustainably managing the forest estate, sustainably supplying timber; and sustainably growing our business.

ORGANISATIONAL CONTEXT

Division:	Forest Products	Group:	Operations
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POSITION PURPOSE

To lead the North West operations teams, managing and maintaining wood production and forest management activities, maximizing financial returns while ensuring the organisation's objectives and operating targets are achieved.

POSITION DETAILS

Position No.	Reports To	Direct Reports	Location
New F'Ops Mgr NE	Regional Manager North	Coordinator Harvest & Sales (10189) Coordinator Roding (10188) Coordinator Planning (10379) Coordinator Forest Management (02034)	Perth / Scottsdale
New F'Ops Mgr NW	Regional Manager North	Coordinator Forest Management 10310 Coordinator Planning (10378) Coordinator Harvest, Sales & Roding (10190)	Camdale / Smithton

Industrial Instrument	Sustainable Timber Tasmania Enterprise Agreement 2018
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Broadband Classification	Non – EA contract
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POSITION ACCOUNTABILITIES

- Lead and manage employees, providing clear direction, job coaching and mentoring to team members to meet agreed business objectives, addressing performance issues and implementing performance and development plans
- Actively contribute to the organisation achieving its target culture through day to day work practices and workplace initiatives
- Manage, monitor and report on operational programs including timelines, budget, cost benefit, risk analysis and resources to successfully deliver and implement activities within the agreed policies and procedures
- Coordinate strategic, tactical and operational programs for the group, manage and report on schedules to warrant outputs are delivered within budget, on time and meet business compliance obligations.
- Monitor and report on employee and contractor safety compliance in accordance with work health and safety legislation, procedures, contractual arrangements and plans to achieve corporate safety goals
- Safeguard activities and practices comply with relevant policies, procedures and Acts and monitor and report on compliance with relevant Acts, Regulations and forest certification standards to meet legal and certification requirements, report non-conformances and provide and implement recommendations and manage audits as required

<ul style="list-style-type: none"> ▪ Co-ordinate and implement stakeholder engagement processes according to business policies, procedures and values to achieve planned operational activities effectively and manage potential adverse reputational or operational situations ▪ Keep abreast of emerging trends and changes to Acts, legislation and regulations and prepare reports and recommendations to internal and external customers as required ▪ Review current activities and new opportunities for the organisation to improve the way work is done ▪ Develop and maintain strong, positive customer relationships and effectively resolve issues in order to achieve the business objectives 		
KEY COMMUNICATIONS		
<ul style="list-style-type: none"> ▪ Internally the position works closely with the Regional Manager and direct reports to achieve production and forest management targets and business outcomes ▪ Externally the position must develop and maintain strong working relationships with contractors, stakeholders and customers to meet business requirements 		
QUALIFICATIONS AND EXPERIENCE		
<ul style="list-style-type: none"> ▪ Tertiary qualifications (undergraduate degree or above) in an industry related discipline and extensive people management experience and/or extensive forestry and forestry operations and high-level people management experience including teambuilding, negotiation and conflict management skills ▪ Strong working knowledge of commercial forestry practices, contracts, logging principles and operations including safety, environment protection ▪ Demonstrated ability to meet reporting, planning and analysis requirements ▪ Proven senior management experience in a challenging commercial environment 		
CAPABILITIES – COST CENTRE MANAGER (see Capabilities Framework for more detail)		
Leads Business	Strategic Prioritising and Planning	Translates organisational strategy into clear priorities and plans for the business unit to execute.
	Business Acumen	Analysing and integrating a range of financial and business information to generate sound business plans and decisions.
	Operational Decision Making	Systematically seeking, integrating and analysing information, generating alternatives and weighing up ideas as well as consequences to make viable business decisions.
	Customer Focus	Keeping internal and external customers central to business priorities, decision making, processes, and team activities; maximising customer value through measuring and incorporating customer feedback.
Leads People	Coaching and Developing Others	Providing individual feedback, guidance and encouragement to help employees gain insight into their strengths and capability gaps, access appropriate development activities and achieve goals in their current and future roles.
	Guiding Team Success	Establishes team direction, structure, goals and responsibilities to enable the achievement of business goals.
	Innovation	Creating and supporting novel approaches to address challenging environmental, organisational, technical or commercial situations and problems, to drive efficiencies and create customer value.
	Delegating and Empowering Others	Sharing responsibility down through the business unit to grow capability and effectively achieve team objectives.

	Facilitating Change	Encouraging others to improve processes, systems and products; leads change initiatives helping others to overcome resistance and adapt to new ways of working.
Engages Others	Building Partnerships	Proactively builds and maintains collaborative business relationships with people inside and outside (if relevant) of STT to facilitate the effective delivery of business goals.
	Influencing Others	Formulates a persuasive argument to build commitment to an agenda or influence others' commitment to a course of action or plan.
Leads Self	Courage	Proactively addresses difficult situations, advocates for others and takes definitive actions to protect the interest of individuals, the organisation and the environment.
Values	1.	Respect – We create safe spaces
	2.	Responsibility – We take ownership
	3.	Growth – We create sustainable value
	4.	Excellence – We make it happen
CHALLENGES		
<p>The main challenges facing the position include:</p> <ul style="list-style-type: none"> ▪ Managing staff and contractors for safe, efficient and effective operations ▪ Balancing demands of operations, forest management and land management enabling the objectives of each to be achieved ▪ Balancing internal and external demands of staff while achieving work programs in a compliant and sustainable manner. 		
OTHER REQUIREMENTS		
<ul style="list-style-type: none"> ▪ Participate in bushfire activities and pass the annual fire fighter health evaluation comprising a medical assessment and fitness test ▪ Hold a current driver's licence (preferably manual) ▪ Complete the annual Performance Development and Review Process for self and team members ▪ Achieve and maintain the required skills, certificates and accreditation to perform the requirements of the role ▪ Comply and adhere to the organisation's policies and procedures, including the Code of Conduct ▪ Be available for rostered fire duties on weekends, public holidays and outside normal work hours as required ▪ Adhere to duty of care responsibilities to yourself and others under health and safety legislation. 		

See Organisation Chart attached.

ORGANISATION CHART

