



Lead Forester

Position Description

This position description may be redesigned in accordance with HQPlantations Position Management HR Standard

Position Information

Position Number	1031		
Position Type	Ongoing		
Classification	Enterprise Agreement	Grade	5
	<i>Business Group</i>	Forest Operations	
Structural Details	<i>Section</i>	Coastal Operations	
	<i>Unit</i>	Roading	
Reports to	Roading Manager		

Position Key Goals

- To deliver frontline coordination of operational activities and the provision of professional and technical advice and support to unit management; and
- To support the achievement of HQPlantations strategic goals (Vision 2021).

Position Responsibilities

Behaviour & Values

As a HQPlantations employee you are held responsible for ensuring:

- Your behaviour, actions, and decision making are aligned to HQPlantations values, Code of Business Conduct, and Health & Safety Management System;
- Your behaviour and work practices demonstrate commitment to the safety of yourself and others through a genuine desire that every day, everyone returns home safe;
- Your behaviour demonstrates commitment to the stewardship of the land we manage; and
- Your behaviour demonstrates a readiness and commitment to participate in HQPlantations fire management activities.

Forest Operations

- Ensure all activities for the work area are carried out in accordance with HQPlantations health and safety policy and standards as detailed in our Health & Safety Management System.
- Develop and implement safe, effective, cost efficient, and environmentally sound work programs in areas such as silviculture, roading, harvesting, haulage, stewardship and/or fire management. In addition, provide support and oversight of other's work programs as required.
- Develop and implement operational plans for the work activity ensuring they meet safety, commercial, risk and stewardship objectives. In addition, provide support and oversight of other's work programs as required.
- Assist in the management of the work areas expenditure budget so as to ensure that work is carried out consistently, corrective action taken on any variations, and expenditure contained within allocated funds.
- Provide front-line management of the work areas contractors by ensuring their engagement and performance is in accordance with their contracted outcomes in terms of safety, production, stewardship and quality so as to achieve Forest Operations business targets. In addition, develop and negotiate simple contracts.
- Provide authoritative advice and support to Foresters and Forest Technicians on cultural heritage, social impact, declared pests, endangered species and ecosystem matters affecting the Region/District.
- Play a key role in ensuring high quality service and ensure a professional image is reflected at all times with customers, neighbours, Local Authorities, and Government agencies.
- Represent HQPlantations interests on business matters relating to negotiations, discussions with industry, customers, internal and external clients, neighbours, local and statutory authorities, government agencies and community stakeholders.
- Foster identification of, and support opportunities to develop innovative work practices to deliver operational excellence and improve profitable growth.



Position Description

Fire Management

- Provide proactive support the HQPlantations fire management efforts by both participating in, and coordinating the annual fire protection program including prescribed burn planning, notification, cooperative burning with neighbours and other agencies and Crew leader and IMT functions for wildfire management; and
- Provide support and coaching to contractor workers in all aspects of fire management.

Leadership & Teamwork

- Provide proactive leadership and support to management, Foresters and Forest Technicians to ensure that work program targets are achieved;
- Take proactive steps to support others in the achievement of their goals and lead opportunities to improve individual, team and company performance; and
- Develop professional relationships with all HQPlantations teams to ensure a safe and co-operative workplace.

Position Capability Requirements

Attitudes & Behaviours

- Strong alignment to HQPlantations values of Commitment, Drive, Integrity, Respect, and Adaptability; and
- Behaviours are at all times in accordance with HQPlantations Code of Business Conduct.

Knowledge & Skills

- Knowledge of work health and safety obligations and the ability to manage risks to self and others;
- Advanced knowledge of plantation forestry in particular roading, harvesting, haulage, forest stewardship, and fire management;
- Advanced knowledge and skills to effectively manage contractors in terms of safety, environmental and quality management practices and standards;
- Advanced knowledge of safety, performance, change, financial, quality and business management;
- Effective business acumen skills in budgeting and financial analysis, project management, planning, scheduling and monitoring of work performance and outcomes, problem solving, and statistical analysis and interpretation;
- Effective written communication skills such as transactional, business case and report writing, and verbal communication skills such as presentation and coaching;
- Effective interpersonal skills that deliver confidence in the provision of support and empathy to others, assertiveness, negotiations, partnership building and customer engagement;
- Engaging leadership skills capable of influencing and engaging others; and
- Advanced information technology knowledge and skills including computer literacy programs such as MS Word, Excel and Outlook. Highly competent in the use of Forest Management Systems associated with TechnologyOne, GIS, and Geocortex or similar technologies.

Education & Experience

- Bachelor of Science (Forestry) or equivalent tertiary degree;
- At least 5 years forest plantation experience in roading, harvesting/haulage, fire management or general plantation management (e.g. stewardship, planning, resources) within a commercial environment;
- Fire Sector Commander and appropriate IMT accreditation in Incident Control and Operations; and
- Unrestricted "C" class drivers licence. An unrestricted "MR" class drivers licence is desirable.