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Environment, Planning and
Sustainable Development

POSITION DESCRIPTION

Directorate: Environment Planning &
Sustainable Development Directorate

Division: Environment, Heritage and Parks

Business Unit: ACT Parks and Conservation
Service

Position Title: Forester

Position Number: P64387

Classification: Professional Officer Class 1

Location: Stromlo Depot

Last Reviewed: 25 March 2025

Our Business

The ACT Public Service (ACTPS) operates a one government model built on its core values of respect, innovation, collaboration and integrity. The [Environment, Planning and Sustainable Development Directorate's](#) vision is to shape the ACT's future while acknowledging and respecting our natural environment. This vision, and the objectives that drive our direction are detailed in the [EPSDD 2022-25 Strategic Plan](#).

Our responsibilities include policies and programs ranging from climate change, energy, nature conservation, environment protection, strategic and statutory planning, development approvals, building and land management through to heritage and water. The Directorate includes the ACT Parks and Conservation Service which manages nature reserves, national parks, commercial softwood forests and rural lands to ensure Canberra provides open and safe spaces for its community.

Our Workforce

We are committed to attracting and retaining people with the skills, knowledge, and behaviours that will ensure we can deliver our [Strategic Plan's](#) vision, objectives and strategic indicators. We welcome creative thinkers who can communicate with candour, clarity and respect and have the focus and dedication to help lead projects from conception through to delivery. Our purpose together is to plan and sustain our natural and built environments and make the ACT a place of choice today and into the future. We aim to be informed, connected, adaptive and innovative in everything we do.



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DIVISION OVERVIEW

What we do

The Australian Capital Territory is Australia's Bush Capital. Its natural environment is both beautiful and important from an ecological and landscape perspective. It is important we continue to manage and protect our environment both from the nature conservation perspective and through the environment protection activities.

The Parks and Conservation Service is a Branch within the Environment Division responsible for planning and management of parks, reserves and rural lands. It protects and conserves the natural resources of the ACT and promotes appropriate recreational, educational and scientific uses of our parks and reserves.

Who we are

The ACT Parks and Conservation Service (PCS) is a branch of EPSDD with responsibility for planning and ongoing management of our parks, reserves and commercial forests. It protects and conserves the natural resources of the ACT, promotes appropriate recreational, educational and scientific uses of our parks and reserves, and maintains the aesthetic environmental backdrop to Canberra. In addition, PCS manages a commercial forestry estate on behalf of the ACT Government providing a broad recreation facility, carbon capture and an economic return for the ACT community.

We are a diverse, innovative and professional team of people who come from a wide variety of backgrounds. We welcome people from all sectors and believe the more diverse our knowledge base is, the better our results will be.

We value people with passion, results and innovative ideas, who communicate with candour and respect, and who have the motivation to drive projects from conception through to delivery.

[Click here](#) for further information about the ACT Parks and Conservation Service.

What we offer

- Interesting and fulfilling work in a unique government parks service that operates a commercial planted forest estate.
- The opportunity to work with passionate, innovative, and experienced leaders who encourage and support you to develop your interests and expertise.
- A flexible workplace based on office and depot accommodation supporting our strong teamwork and operational delivery focus.

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THE TEAM YOU WILL WORK IN

You will be in the Forest Management section of the ACT Parks and Conservation Service (PCS). The section is responsible for the planning and delivery of commercial forestry operations across approximately 8,500 planted hectares, producing a wide range of social, environmental and economic benefits. In addition, the team is closely involved in bushfire mitigation and preparedness activities, management of the ACT unsealed haulage road network and delivery of recreational opportunities to the community, including authorised motorsports and mountain biking.

DUTIES / RESPONSIBILITIES

The Forest Management section has a position for a Forester to supervise Forestry Operations focusing on reforestation and silvicultural work, with opportunity to assist with harvesting and roadwork.

This position is classified as a “Fire Trained Employee” under the [ACT Public Sector Technical and Other Professional Enterprise Agreement 2023-2026](#) (see Qualifications/Requirements for more information).

The Forester will work in the field and the office in roughly equal proportions.

The position reports to the Assistant Director, Forest Management. Working under direction of the Assistant Director – Forest Management, the Forester position is responsible for:

- Championing safety across all operations, making it the first consideration for every task and bringing everyone along on the safety journey;
- Contributing to the management of Reforestation and Silvicultural Operations;
 - Preparing Works Plans (Silvicultural Plans, Restablishment Plans, Weed Control Plans) for operations, in consultation with contractors, meeting operational and certification requirements;
 - Supervising of field staff and contractors to implement Works Plans and achieve high quality outcomes;
 - Using Esri ArcGIS products and mobile mapping technologies to create maps for works plans as well as maintain corporate datasets.
 - Ensuring compliance with Environmental Protection Authority permit conditions, Forest Stewardship Council (FSC) certification principals, ACT Forestry Code of Practice and Works Plans;
 - Assisting with the management of special cultural, environmental and social values within the certified management area and to standards required by FSC;



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- Supporting the Assistant Director of Forestry to manage harvest, haulage and road work operations:
 - Preparing Works Plans (Harvest and Haulage Plans, Roding Plans) for operations, in consultation ACT Government stakeholders and contractors; ○ Under direction, undertake timber inventories;
 - Assist with monthly payment processes for contractor and/or customer invoicing in a timely and accurate manner;
- Occasional vegetation pruning along roadsides to remove vehicle obstructions and/or assisting the General Service Officer with tasks requiring two people for safety considerations;
- Proactively liaise with stakeholders (recreational users, neighbours and internal PCS), developing positive professional relationships; and
- Understand and work within the ACTPS Code of Conduct and ACTPS values of respect, integrity, collaboration and innovation, and model behaviour consistent with the ACTPS Respect Equity and Diversity framework and maintain records in accordance with the Territory Records Act 2002.

Over time, there may be opportunity for assisting with strategic modelling of the estate to provide optimal harvest scheduling.

Over time, there may be opportunity for developing remote sensing data capture using unmanned aerial vehicles.

SELECTION CRITERIA

Your suitability for this position will be assessed based on your **skills, knowledge** and **behaviour** in relation to the duties/responsibilities listed above.

Please refer to the advertising materials for information on how to apply.

Skills

1. Operational forestry experience in Silvicultural operations: planning and implementing commercial scale forest establishment and silviculture operations. Using GIS and mobile mapping technologies to maintain corporate datasets and communication (written and oral) skills to liaise and negotiate with multiple stakeholders.
2. Data management and documentation relevant to forestry operations requiring intermediate computer skills. GIS experience is essential.

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3. Communication skills with the ability to appropriately interact with contractors, PCS team members and external stakeholders.

Knowledge

4. Understanding of commercial forestry techniques and practices such as: mechanised plantation preparation, forestry herbicide operations, commercial forestry tree pruning or mechanised fuel reduction, and commercial tree planting, mechanised plantation harvesting, forest roading.
5. Demonstrated knowledge of relevant forest management standards, such as ACT Code of Forest Practice, Environmental Authorisations, FSC certification, and their application in operations planning and monitoring.

Behaviour

6. Demonstrated ability to add value to the small forestry team, Division, EPSDD and ACT Government based on the ACT Government Signature Values and Behaviours and the Directorate culture as described in the Division Overview.
7. Demonstrated commitment to, and the personal adoption of workplace health and safety and compliance with the [Territory Records Act 2002](#).

Qualifications/Requirements

Mandatory:

Experience using Esri's ArcGIS products in the cloud, on mobile devices and on desktops. Esri products used by the ACT Forest Management team include:

- ArcGIS Pro, ArcGIS Online, ArcGIS Survey123, ArcGIS Field Maps, ArcGIS Quick Capture.

This position is classified as "Fire Trained Employee" under the [ACT Public Sector Technical and Other Professional Enterprise Agreement 2023-2026](#). Bushfire related activities, including bushfire suppression and rostered standby, is a mandatory component of the position. Appointment / promotion / transfer to the position is conditional upon successful completion of a nationally recognized firefighting task-based fitness assessment.

You will be required to:

- Undertake bushfire related activities, including bushfire suppression.



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- Work a shift roster, weekends, public holidays or evening shifts at any site on an “as needs” basis; •
- Wear a uniform;
- Possess a current Working with Vulnerable People card
- Possess and maintain a current driver’s licence; and
- Be able to meet the appropriate fire fighting fitness standards to at least the moderate level of the national fire fighting task based assessment (assessed annually).

Highly Desirable:

- Tertiary qualifications (Diploma/Degree etc) in Forestry, Environmental Science, Natural Resource Management or similar relevant field and/or extensive experience in forest management.
- Be prepared to work after hours on an “as needs basis” at various sites, sometimes for extended periods including on weekends, public holidays and evenings;
- Nationally recognised qualifications in a crew member role or higher in firefighting operations; •
- Current First Aid certificate;
- Current chainsaw operators’ certificate;
- Current Chemcert Card.
- Current heavy vehicle licence and/or high risk work licence (Forklift)

Contact Officer

Brendan Phippen | Assistant Director – Forest Management brendan.phippen@act.gov.au

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Further Information

For further information about EPSDD including the 2022-2025 Strategic Plan, EPSDD roles and functions, employment conditions, office locations and other related resources, please visit

<http://www.environment.act.gov.au/>

[EPSDD Strategic Plan 2022-25](#)



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WORK ENVIRONMENT DESCRIPTION

The following work environment description outlines the inherent requirements of the role of Forester, PO1 P64387 and indicates how frequently each of these requirements would be performed. Please note that EPSDD is committed to providing reasonable adjustment and ensuring all individuals have equal opportunities in the workplace.

ADMINISTRATIVE	FREQUENCY
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Occasionally
Graphical/analytical based	Occasionally
Sitting at a desk	Frequently
Standing for long periods	Occasionally
Designated workstation	Frequently
<i>The position in an activity based work environment</i>	

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Frequently
Fixed or specified start/finish times	Occasionally
Expected to work extensive hours over a significant period due to the nature of the duties	Occasionally
Access to Accrued Days Off (ADO's)	Never
Peaks and troughs	Occasionally
Frequent paid overtime	Occasionally
Rostered shift work	Occasionally

SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Frequently
Working in a call centre environment	Never
Working directly with the public	Occasionally

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PHYSICAL DEMANDS	FREQUENCY
Distance walking (large buildings or inter-building transit)	Frequently
Working outdoors	Frequently

MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Frequently
Lifting 5 – 10kg	Frequently
Lifting 10kg+	Occasionally
Climbing	Occasionally
Reaching	Occasionally
Bending/squatting	Occasionally
Push/pull	Occasionally
Sequential repetitive movements in a short amount of time	Occasionally

TRAVEL	FREQUENCY
Frequent travel – multiple work sites	Frequently
Frequent travel – driving	Frequently
Frequent travel – interstate	Occasionally

SPECIFIC HAZARDS	FREQUENCY
Working at heights	Never
Exposure to extreme temperatures	Occasionally
Operation of heavy machinery e.g. forklift	Occasionally
Confined spaces	Never
Excessive noise	Occasionally
Low lighting	Occasionally
Handling of dangerous goods/equipment	Occasionally
Working with asbestos	Never
Potential to encounter agitated customers	Occasionally
Exposure to potentially distressing case material	Never

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OTHER	FREQUENCY
Uniform required	Frequently
Personal Protective Equipment (PPE) required	Frequently