



JOB DESCRIPTION

TITLE: District Forester (Silviculture)

AGREED

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To be appointed

DATE: June 2025

AGREED

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Silviculture Manager, Gippsland
Region

1. ORGANISATIONAL RELATIONSHIPS

REPORTS TO: Silviculture Manager Gippsland

2. JOB SUMMARY

In summary, describe what the job is there to achieve

Organise, manage and supervise plantation establishment, tending and protection activities.

3. KEY ACCOUNTABILITIES

What is the job accountable for:

Silviculture

Undertake a variety of largely autonomous forestry management operations at various stages of progress including –

- Site preparation and establishment – manage all aspects associated with the Region's site preparation and establishment programs, including the preparation of site plans, managing contracts & contractors, monitoring and achieving performance standards and expenditure outcomes associated with these programs, including planting, plant supply, pre & post plant weed control, fertilising, browsing control and survival assessments programs

- Control of pine wildlings, woody and other competing weeds within the plantation (including non-commercial thinning) and on HVP custodial land
- Control of noxious weeds and vermin within the plantation estate including liaison with neighbours and community & government bodies.
- Boundary fencing, agistment and occupation issues
- Local stewardship projects
- Tree nutrition – including foliar sampling, correctional & growth promotion fertiliser programs
- Management of dangerous goods, hazardous substances and other chemicals
- Monitor costs and review outcomes of applicable plantation management operations for the purposes of budget preparation, benchmarking and contractor performance. Regularly evaluate the cost effectiveness of plantation management activities
- Assist in the planning, formulation and monitoring of the Regions Plantation Management budget.
- Supervision and management of Contractors including ensuring Contractor compliance within legislative HVP Occupational Health & Safety parameters and Environmental Management System standards.
- Involvement in the selection of Contractors, briefings and performance monitoring and the formulation of productive work relationships.
- Monitor and provide feedback to contractors on their performance against contractual benchmarks.
- Regularly review operations to enable incorporation of relevant new techniques, equipment, research results promoting a culture of continuous improvement.
- Maintenance of the Regions Work Depot's and surrounds.

Relationship Management

- Interacting and resolving local resident and neighbour issues.

Health and Safety

- Demonstrate commitment to Zero Harm;
- Adhere to HVP's Health & Safety Policy and related procedures;
- Comply with relevant legislation, regulations, Codes of Practice, and industry standards;
- Exercise reasonable care at all times to ensure the safety of yourself, colleagues, contractors and members of the public;
- Proactively identify, report and manage risks in relation to health and process;safety
- Contribute to a safe work environment through participation in regional safety initiatives, such as Field Safety and Environmental days, and interactions with operational crews; and
- Stop a job if unsafe to continue.

Other Duties

- Other duties as directed from time to time as reasonably required in the best interests of HVP or even if inconsistent with the nature of the above mentioned duties.
- Contribute to regional fire preparedness and suppression activities by performing standby, communications duties, operational command roles on the fire line and in the incident control centre. Responsibilities will vary on fire circumstances and experience of the successful candidate.

5. DECISION MAKING AUTHORITY

Describe the authority you have to make decisions, and/or the recommendations you are expected to make

DECISIONS	RECOMMENDATIONS
Allocation of contractors to short term tasks	Enhancements to process and procedures

6. WORKING RELATIONSHIPS

CONTACT	NATURE OR PURPOSE
Gippsland Silviculture Manager	Direct report. Provision of professional advice, support, direction and establishment of priorities, KPI's + Performance Management.
Gippsland Risk Manager and Stewardship Forester	Ensuring operations are compliant
Other District Foresters	Sharing of information, liaison on comparable work practices, discussions on the best use of contracting resources.
Forest Resources	Interaction, exchange of information
Contractors	Instructing and directing, monitoring performance, problem solving, feedback, issue and dispute resolution.
Other HVP staff	Advice and guidance
Seasonal Field employees	Task allocation and supervision
Community & Business groups	Liaison, information and educational
CFA & DELWP and other FIB's	Professional liaison

7. OTHER RELEVANT INFORMATION

Due to the nature of the role the incumbent is expected to be able to bend, lift manageable weights and traverse rough terrain on foot.

This position is located at Churchill, with other duties, at times, in other parts Victoria – particularly when involved in fire fighting activities.

A current Australian driver's license is mandatory for this position.

8. KEY SELECTION CRITERIA

- Experience in softwood Forestry particularly in planning and implementation of silvicultural, forest protection and stewardship activities.
- Self directed and achievement orientated.
- Ability to communicate clearly, confidently and possess good negotiation skills.
- Experience in delegating work to crew & contractors and supervising work quality
- Proven ability to construct written documentation and maintain accurate records.
- High level of GIS systems knowledge and utilisation.
- High level of skill in the Microsoft suite of programs – particularly Word & Excel.
- Ability to understand process and seek changes for improved performance.
- Ability to work autonomously to achieve company outcomes within a commercial environment.
- Ability to establish and maintain good staff, contractor and customer relationships.
- Ability to assume leadership role in fire prevention and suppression roles.
- A relevant tertiary qualification is preferred for this position.
- Current Licence for Truck (Medium Rigid), Basic Firefighting skills to Level 1, Chainsaw – Cross Cut /Level 1 and First Aid Level 2 would be well regarded.
- Self-motivated and personal leadership to OH&S principles, HVP policy and processes and their application to forestry and HVP.