

Position purpose

The Department of Environment Land, Water and Planning (DELWP) and Parks Victoria (PV) employ Project Firefighters annually to assist in fire management activities in Victoria's national parks, State forests and Protected Public Land. Project firefighters may also be called upon to support other emergencies such as flood and storm response.

These positions form part of Forest Fire Management crews located at more than 80 work centres across Victoria (DELWP and Parks Victoria). Each position will be a key contributor to the ongoing effectiveness and output of the work centre and will have involvement with departmental personnel, contractors and other Project Firefighters. Interaction with members of the community is also a key function of Forest Fire Management.

Participation in bushfire preparedness, suppression and planned burning operations is the major focus of the job. Most of the work is based outdoors and includes road and culvert maintenance, tree felling and clearing, brush cutting, raking, slashing, fuel monitoring and evaluation. Operating plant and equipment required for the construction and maintenance of roads, fire trails and firebreaks such as tractors and slashers, chainsaws, whipper snippers, pumps etc. is also part of the role. Work is often carried out in remote bush locations. Project Firefighters may on occasion be required to interact with members of the community.

Successful applicants may be deployed for periods of time across the state on a 7 day shift arrangement for both emergency response and planned burning activities. Successful applicants will have a high fitness level as the role often requires working in steep terrain, remote from vehicles and moving and carrying equipment and heavy tools for potentially long shifts.

Position details

Position title:	Project Firefighter
Position number:	Various
Classification:	AWU Band 1 – Band 2
Salary range:	\$47,325 to \$53,584 pa plus superannuation, subject to skills & experience
Employment type:	Fixed Term, Full Time: 22, 26 or 34 weeks per year
Group:	Forest, Fire and Regions
Division & Branch:	Community and Services/Various Regions
Work location:	Various Locations in Victoria
Reports to:	PFF Works Coordinator/Supervisor or Crew Leader
Direct reports:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, how many?
Further information:	DELWP Customer Service Centre, phone 136 186

About the Department

The Department is tasked with ensuring that Victoria has the right conditions to enable economic growth, while delivering liveable, inclusive and sustainable communities. We place the community at the centre of all that we do.

We bring together planning, local government and infrastructure, environment, climate change and water functions, to ensure an integrated approach to the development of long-term state and regional strategies that build on social, environmental and economic opportunities to provide for future population growth and change.

DELWP manages a range of emergencies including bushfires, environment and water incidents. We do this by working side by side with our emergency management partners, local government and the community. We build community resilience by adopting an all-hazards, all-agencies approach across our built and natural environments to improve protection against natural disasters and other emergencies.

For further information about the department, please visit our website www.delwp.vic.gov.au

The Group

The Forest Fire and Regions Group provides end-to-end management of forests, fire and other emergencies by bringing together policy to on-ground delivery of services on the basis of place-based delivery for the entire DELWP portfolio. The Group provides strong leadership, a high performing culture, and staff who are skilled, empowered and supported to deliver on agreed priorities and places the community at the centre of everything we do.

The Division

The Community and Services Division actively engages and builds partnerships with communities, stakeholders and government in the design and delivery of forest, fire and emergency management services to meet agreed priorities, statutory obligations and other departmental and government requirements. The division also supports delivery of broader departmental priorities.

The Region

In the region, the Department of Environment, Land, Water and Planning delivers a range of programs, often in collaboration with other departments, to protect environmental assets, manage public land, and respond to fire and other emergencies through an all-hazards approach. The department ensures appropriate planning, supports regional water management agencies and local governments, and delivers regional services to the community through strong partnerships with regional stakeholders.

Accountabilities

- Participate in activities associated with fire preparedness, suppression, planned burning and other emergency response and recovery operations in accordance with one's role, training and accreditation.
- Maintain Occupational Health & Safety standards within the workplace through compliance with organisational and industry standards, and participate in workplace OH&S processes.
- Undertake fire protection works including road construction and maintenance activities, slashing and clearing tracks and culverts.
- Participate in vehicle, plant, equipment and facility maintenance for fire preparedness, suppression, planned burning and general field maintenance activities.
- Actively participate as a Forest Fire Management team member to ensure that program objectives are met and that tasks are safely carried out in an effective and efficient manner.
- Operate equipment, plant and vehicles in accordance with one's role, training and accreditation requirements.
- Actively participate in training programs in accordance with one's role, training and accreditation requirements.
- Undertake other work in forests and parks as required and maintain facilities and equipment. This may require some general office work including the collection and analysis of field data.
- Represent DELWP within the community as required, including (but not limited to) attendance at events, door-knocking neighbours to planned burns, providing information to community members when requested.

Position specific requirements

This position has the following **mandatory** specific requirements:

- Hold a current manual Drivers Licence.
 - Be an Australian Citizen, Permanent Resident or hold a valid work visa for the employment period.
 - Meet the “**Category B – Firefighter Arduous**” medical and fitness requirements. This requires passing the DELWP firefighter medical assessment at least every two years, and successful completion of the “Pack Hike Test” prior to commencement each year.
 - Pass a National Police Check as part of the selection process.
 - New recruits will be required to attend a minimum 2 week training camp.
 - Successfully complete the DELWP General Firefighter accreditation.
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Key Selection Criteria

The key selection criteria specified below outline the capabilities required for the position.

Specialist/Technical Expertise

Desirable:

- Be available for standby for an immediate return to work during the employment period. A maximum 20 minute response time is preferred.
- **(Band 1):** Core Operational Fireline Firefighting skills (training provided).
- **(Band 2):** Two Core Operational Fireline Firefighting skills, Operations Officer Level 1, Faller – Intermediate or Advanced, Plant Operator – Small or Large Dozer or Tanker Driver.
- Training, accreditations and experience in the safe and effective driving of manual 4WD vehicles.
- Experience and understanding of Safe Work Practices including awareness of Regulations and Codes of Practice (Manual Handling, Noise, Dangerous Goods, Prevention of Falls, Plant), use of Standard Operating Procedures, use of Job Safety Analysis (JSAs)/ Risk Assessments/Site Safety Surveys.
- Level 2 First Aid (current).

Knowledge and Skills

- Map reading, navigation and orientation skills.
- Aptitude towards and understanding of the safe and effective use of tools and equipment including non-powered and small hand tools, chainsaws, brush-cutters and pole saws, basic carpentry, small pumps (slip on/tanker and filler), field radios and other communication equipment.
- Basic administrative skills such as record keeping, data collection and basic computer usage.

Personal Attributes

- **Teamwork:** Exhibits values and behaviours that align with the organisation (including use of social media); works constructively with others as a group; polite and courteous; positive attitude; clearly explains information and listens to feedback; shows respect in the workplace, collaborates and shares information; shows consideration and concern for others’ feelings and ideas; accommodates and works well with the different working styles of others.
- **Resilience and Flexibility:** Perseveres to achieve goals, follows instructions; speaks up to identify issues for resolution; remains calm and in control under pressure; is flexible and adaptable; accepts feedback, is confident in working in remote bush locations.
- **Initiative and accountability:** Proactive, looks for things to do; takes responsibility for own actions; has a safety focus.

Position Description

- **Self-discipline:** Arrives for work each day on time and fit for work; is reliable with a good work ethic; refrains from making inappropriate comments, provides appropriate feedback, recognises own limitations; works with others to ensure plans are achieved. Makes themselves available for standby and deployments.
- **Problem Solving:** Seeks information needed to resolve problems when they arise. Identifies and proposes practical solutions; implements and adjusts when endorsed by manager.

Department Values

Our values underpin everything we do. How we deliver our work is as important as the outcomes we achieve for the Victorian community. Our values are the foundation of our culture and guide how we work together, with our ministers, stakeholders, partners and the community.

The departments values are: **Teamwork, Service Excellence, Ownership and Wellbeing & Safety.**

Emergency Response and Health and Safety Requirements

The department plays a major role in Victoria's emergency response activities through an all-hazards, all-agencies approach. Staff may be directly employed for these roles or may be called upon to support these activities as required following the appropriate training and "fit for work" assessment.

The occupational health and safety requirements of this position include, but are not limited to:

- Working conditions associated with firefighting and other emergency responses (eg: heat and other weather extremes, long shifts, work at night, weekends and public holidays).
- Undertaking a variety of physical tasks including endurance walking, lifting, handling or movement of heavy and awkward objects.
- Operating or working near aircraft, heavy plant, vehicles and manual powered hand tools.
- Working in remote locations with the possibility of camping for up to a week at a time.
- Travelling in 4WDs, helicopters and light aircraft and working from heights.
- Operating in environments subject to extreme heat, cold, dust, smoke, pollens and chemical and biological agents.
- Wearing personal protective equipment and clothing, including equipment that may increase metabolic heat and workloads, and reduce vision, respiration, smell, touch and hearing.
- Undertaking work requiring sustained physical effort and intense concentration in adverse conditions over extended periods of time.
- It is the Project Firefighter's responsibility to maintain peak fitness for fire and related duties throughout their employment.
- Recreation leave will be restricted during Fire Season.
- Overtime, standby duty, unusual hours of shift work duty and weekend work will be required during fire emergencies.
- Travel to other regional locations within the state or interstate maybe required.

Other relevant information

Employment Eligibility

- o Non VPS applicants will be subject to a probation period of three months.

Join a Workplace Based on Fair Employment

The department offers fair employment and career opportunities. We aim to attract a diverse pool of applicants and focus on the genuine and essential requirements of the job and being consistent and fair in our treatment of applicants.

Equal Opportunity Employer

The department is an equal opportunity employer and welcomes applicants from a diverse range of backgrounds. It is a policy of the department to provide reasonable adjustments for persons with a disability. If you need assistance or adjustments to fully participate in the application or interview process, please use the contact listed under 'Position Details'.

Aboriginal Applicants

A number of positions have been approved for Australian Aboriginal and/or Torres Strait Islander People. These are designated positions under the “special measures” *section 12* of the *Equal Opportunity Act 2010*. Only Australian Aboriginal and/or Torres Strait Islander people are eligible to apply for these positions. Applicants will be required to provide a completed Aboriginality form.

Terms and Conditions

Conditions of employment will be governed by the *Field Staff Agreement 2016* or any variation or replacement of that Agreement and the *Public Administration Act*.

Privacy and Probity

The department affirms that the collection and handling of applications and personal information will be consistent with the requirements of the Information *Privacy Act 2014*.

If you would like to receive this information/publication in an accessible format (such as large print or audio) please call the Customer Service Centre on: 136 186, TTY: 133 677, or email customer.service@delwp.vic.gov.au .