

Role Description

Title	Ranger, Biodiversity
Manager Title	Supervisor
Manager Once Removed	Operations Manager
Group	Regional Operations
Band	C
Date	November 2023
Approved By	Deputy Director-General, Regional Operations

Public Service

Ka mahitahi mātou o te ratonga tūmatanui hei painga mō ngā tāngata o Aotearoa

I āiane, ā, hei ngā rā ki tua hoki, he kawenga tino whaitake tā mātou hei tautoko i te Karauna i runga i āna hononga ki a Ngāi Māori i raro i te Tiriti o Waitangi. Ka tautoko mātou i te kāwanatanga manapori. Ka whakakotahingia mātou e te wairua whakarato ki ō mātou hapori, ā, e arahina ana mātou e ngā mātāpono me ngā tikanga matua o te ratonga tūmatanui i roto i ā mātou mahi.

In the public service we work collectively to make a meaningful difference for New Zealanders now and in the future. We have an important role in supporting the Crown in its relationships with Māori under the Treaty of Waitangi. We support democratic government. We are unified by a spirit of service to our communities and guided by the core principles and values of the public service in our work.

About DOC

The Department of Conservation Te Papa Atawhai (DOC) serves to protect and restore nature spaces and species across Aotearoa.

At the heart of our success is our strong DOC culture, built on clear values. Our integrity grounds us, our connections take us further together, we empower ourselves and others to do the best work, so we achieve more for nature and New Zealand.

Role purpose

The purpose of this role is to deliver biodiversity work as described in relevant work plans.

General

Employees are required to respond to DOC's changing needs, performing other tasks as reasonably required.

DOC may make reasonable changes to the role in consultation with the role holder.

You are required to maintain a strict sense of personal ethics, maintain confidentiality and privacy, and abide by the Code of Conduct.

Key working relationships

Internal	External
Operations managers and staff	<p>Whānau, hapū and iwi</p> <p>Technical specialists in local or regional agencies</p> <p>Volunteers</p> <p>External groups</p> <p>Service providers and contractors</p> <p>Local landowners</p> <p>Local partners (e.g. council, local businesses, and community agencies)</p>

Accountabilities

Accountability	Including
Biodiversity work	<p>Carrying out planned work to high standard, on time and within budget</p> <p>Assisting in the delivery of animal pest control operations and weed treatment tasks</p> <p>Tasks for flora and faunas threatened species programmes</p> <p>Technical advice and support to the team members in your area of speciality</p> <p>Ensuring the successful delivery of projects by either supporting others to do the work or by doing it</p> <p>Monitoring delivery of the assigned work and reporting progress and issues</p> <p>Guiding, supporting, and training others in your area of speciality</p> <p>Day to day field supervision of employees, volunteers or contractors as required for specific tasks</p>
Build and maintain effective stakeholder and customer relationships	<p>Engaging with local communities to ensure they see conservation as vital to their success and prosperity</p> <p>Helping teach, coach, support and/or oversee community groups and volunteers to do great conservation work, including providing access to relevant conservation resources, methods and tools</p> <p>Working collaboratively with teams across DOC and contributing effectively to cross-functional teams</p> <p>Building and maintaining effective relationships with key individuals and groups from relevant sectors and organisations</p> <p>Representing DOC and coordinate cross-agency initiatives within area of responsibility</p>
Work management and delivery	<p>Contributing to a strong safety-first environment, ensuring there is a positive safety culture and consistent safety practice across all work sites</p>

Accountability	Including
	<p>Delivering on tasks as set out in work plans, performance expectations, and task assignments</p> <p>Identifying critical issues and risks and ensure they are constructively raised and addressed</p> <p>Managing knowledge and information to ensure it is secure, current, and appropriate access protocols are applied</p> <p>Taking all practical steps to ensure your own safety and the safety of others in the workplace</p>

Capability

Capabilities required	
Specialist skills, knowledge, and qualifications	<p>Specialist skills and experience in one or more biodiversity areas:</p> <ul style="list-style-type: none"> • marine • freshwater • animal pest control • weed control • management of threatened plant and animal populations • statutory delegations • fire support • telecommunications support <p>Skills from 3-4 years' experience in managing threatened plant and animal populations, and planning and execution of pest control operations</p> <p>A natural heritage or conservation management qualification at level 5 or above, or equivalent knowledge</p> <p>Current First Aid Certificate</p> <p>Experienced in the use of data loggers</p> <p>Able to interpret GIS information and produce maps</p> <p>Training in ArcGIS lite is desirable</p> <p>A full New Zealand Driver Licence</p> <p>Comfortable engaging and working in partnership with iwi and tangata whenua, understands the implications of the Treaty on today's society and conservation</p>
Collaboration, relationship building, communication and interpersonal skills	<p>Interacts productively with a wide range of people</p> <p>Recognises importance of seeking and considering other perspectives</p> <p>Works effectively with peers to solve problems, gains trust easily and provides support</p>

Capabilities required	
	Demonstrates and fosters collaboration across teams
Organisation contribution	Provides considered feedback and input to decision making Identifies and suggests opportunities to do things differently Proactively seeks to understand organisational or wider context of own role
Delivering results	Plans and organises work to deliver on objectives High personal and professional standards and accuracy
Treaty Partnership	Understands where the Māori Crown relationship is important to DOC Able to use day-to-day te reo and tikanga at work, e.g. waiata and pepeha Knows to seek advice or support when required

You are required to comply with the standard operating requirements of DOC, i.e., you must comply with the financial, health and safety, legal, people and other delegations set out in Standard Operating Procedures, policies, and instructions (refer to the Intranet for further information).