

# position description



**GWMWater**

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*Certified to best practice standards  
ISO 9001 / 14001 and AS/NZS 4801*

**GROUP:** *Executive Services*

**DIVISION:** *Water Resources*

**POSITION LOCATION:** *Horsham*

**TITLE:** *Senior Groundwater and Streams  
Team Leader*

**CLASSIFICATION:** *Band D (Professional Services)*

**POSITION NO:** *4212*

**NAME OF JOB HOLDER:** *Vacant*

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## ORGANISATIONAL CONTEXT

GWMWater has a responsibility to provide, manage, operate and protect water supply and sewerage systems for our community. Serving a region with a population of approximately 72,000 people, our activities cover some 62,000 km<sup>2</sup> which is about 25% of the State of Victoria.

We provide our urban towns with a secure water supply, with most areas supplied drinking (potable) water that meets the specifications of the *Safe Drinking Water Act 2003* and the *Safe Drinking Water Regulations 2015*. In a 'normal season', this involves delivery of around 10 gigalitres of water to approximately 31,000 urban properties in 71 towns.

Our wastewater services operate mainly in our larger towns which involves recycling 100% of water for watering sporting fields, parks and gardens, vineyards and agricultural uses.

We provide domestic and stock water services to 11,000 rural customers. A bulk water supply is also available to our rural customers, typically for intensive agricultural activities such as poultry farms, piggeries and commercial feedlots.

We are responsible for water resource management in our region, which includes surface water, groundwater, river diversions, and the support of key regional catchment and environmental management strategies.

Our groundwater bores supply 15 towns in the south east, south west and west of the supply area. We issue diversion licences from unregulated waterways, licences for farm dams and groundwater extraction licences through delegation from the Minister of Water.

We are also the nominated Resource Manager and Storage Manager on behalf of the Minister for Water and operate and control eight bulk water supply reservoirs which are an integral part of our water supply system. These reservoirs also provide opportunities for recreational activities such as camping, water skiing, swimming and boating.

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## POSITION SUMMARY

As a member of the dynamic Water Resources Division, the Senior Groundwater and Streams Team Leader plays an integral role in fulfilling GWMWater's responsibilities as the manager of surface and groundwater resources across much of western Victoria. The incumbent will apply their expertise to ensure the region's water resources are managed and accessed in a fair, equitable and sustainable manner.

The Senior Groundwater and Streams Team Leader will both undertake and oversee a range of surface water and groundwater licensing activities, and will also lead and contribute to water resource investigations, technical assessments and water resource management plans.

To excel in the role, the incumbent will have a natural ability to think flexibly and identify multiple solutions to problems, have a high level of attention to detail, and be driven to continually improve how we do things. Initiative, exceptional written and verbal communication skills, and the confidence to interact with a broad range of people are also crucial in this role.

The incumbent will work collaboratively with a range of internal and external stakeholders in order to successfully fulfil the role.

All staff are required to comply with the quality, safety and environmental standards set out in the Corporate Management System.

Staff must ensure that all data is kept secure as per the Information and Communications Technologies (ICT) Security Policy.

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### **This position:**

<b>Reports to:</b>	Manager Water Resources
<b>Supervises:</b>	Water Resources Officer
<b>Internal relationships:</b>	<ul style="list-style-type: none"><li>• Legal &amp; Corporate Resources Divisional staff</li><li>• Finance Divisional staff</li><li>• Communications &amp; Engagement Divisional staff</li><li>• Senior Leadership Team</li><li>• All functional business groups</li></ul>
<b>External relationships:</b>	<ul style="list-style-type: none"><li>• Customers, water licence holders and general public</li><li>• Catchment management authorities</li><li>• Consultants and contractors</li><li>• Local, regional and government agencies</li><li>• Other utilities and service providers</li></ul>

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## KEY RESPONSIBILITIES AND DUTIES

1. Provide authoritative advice to internal and external stakeholders, licence holders and members of the public on a broad range of matters spanning surface water and groundwater resources, water licensing, water metering, water use compliance and farm dams.
2. Contribute to the effective management of surface water and groundwater resources by leading and/or providing expert technical input to the development and review of water resource management plans, water resource investigations and other technical assessments.
3. Oversee the activities of the Water Resources Officer, with a key focus on building knowledge and technical capability within the role.
4. Coordinate all aspects of surface water and groundwater licensing activities, including:
  - preparation of technical assessments relating to surface and groundwater licences,
  - preparation of responses to planning referrals and general correspondence,
  - compliance monitoring and enforcement activities, including site inspections, water use audits and fulfilment of associated reporting obligations,
  - inspection and compliance of groundwater drilling activities within the Corporation's area of responsibility.
5. Ensure that policies, procedures and guidelines relevant to water licensing and compliance activities are applied appropriately and in a consistent manner, and that internal policies and procedures are maintained and updated as required.
6. Develop and implement processes which maintain a high level of confidence in water use reporting and compliance monitoring conducted with remotely collected (telemetry) data.
7. Develop and maintain strong working relationships with key internal and external stakeholders.
8. Represent GWMWater on inter-agency committees and working groups relevant to the responsibilities of this role.
9. Identify and assist in the solution to any communication and workflow problems observed by suggesting improvements and enhancements to existing systems and processes, in accordance with GWMWater procedures.
10. Support the Manager Water Resources with division planning, performance management and process improvement.
11. Undertake other duties and functions as directed by the Manager Water Resources commensurate with current level of skills and classification.

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## KEY SELECTION CRITERIA

### Qualifications, Knowledge, Experience and Skills (KS 7, 10, 11, 18)

#### Essential

- A degree in science, engineering or a related discipline
- A minimum of 5 years' experience in hydrogeology, surface water and/or groundwater resource management, or related field
- Well-developed understanding of hydrogeology and groundwater systems
- Well-developed understanding of surface water systems
- Demonstrated proficiency in balancing and prioritising multiple tasks
- Experience in, or willingness to, lead, supervise and develop technical staff
- Experience working within a team environment and collaborating across teams
- Well-developed report writing, communication, influencing and negotiation skills
- Well-developed systems thinking
- Ability to think strategically; and
- Ability to anticipate problems and implement solutions in consultation with stakeholders.

#### Desirable

- Knowledge of the legislative and statutory framework governing water licences and entitlements in Victoria
- Experience with the licensing of take from groundwater and surface water resources
- Knowledge of licensing requirements for farm dams, and dam safety and surveillance for 'potentially hazardous' category farm dams
- Knowledge of surface water and groundwater systems across the GWMWater region
- Knowledge of compliance and enforcement requirements for Take and Use licences
- Postgraduate qualification in hydrogeology, hydrology, water resources or water engineering; and
- Project management with a proven track record of meeting objectives of assignments, administering project finances and managing resources and time lines.

### Attributes (Personal Qualities) (PQ 1, 5, 7, 11, 12, 13)

- Conceptual and analytical ability
- Decisiveness
- Developing others
- Initiative and accountability
- Integrity
- Relationship building

**AUTHORISATION and APPROVAL**

**PREPARED ON:**        *May 2022*  
**PREPARED BY:**       *Kym Wilson*  
**REVIEWED BY:**      *Craig Turvey*  
**APPROVED BY:**      *Mark Williams*