

Role Description

Job Title: Senior Environmental Adviser	Branch: Circular Economy and Waste
Classification: PO3	Directorate: Compliance, Circular Economy and Investigations
Position Number: P01320	Reports to: Principal Adviser Recovery and Disposal

Number of Direct Reports: Nil

Our Organisation

The Environment Protection Authority (EPA) is South Australia's independent environment protection regulator. Our purpose is to protect people and the environment from harm and support sustainable development for our current and future generations.

We protect, restore and improve the environment through the risk-based regulation of pollution, waste, noise and radiation. We work closely with industry, the community and government to protect our unique natural environment while supporting economic growth and improving wellbeing.

The EPA is responsible for the administration of the *Environment Protection Act 1993* (EP Act), *Radiation Protection and Control Act 2021* (RPC Act), *Plastic Shopping Bags (Waste Avoidance) Act 2008* and *Single-use and Other Plastic Products (Waste Avoidance) Act 2020* and also exercises responsibilities under other South Australian planning and environmental legislation.

Our Core Values

Caring	Striving	Growing
- We set high standards for protecting our environment. - We deliver independent and positive outcomes. - We are responsible and trusted. - We respect and support each other. - We value the importance of balance and wellbeing.	- We aim for the best. - We are flexible and open to new ways of doing things. - We are connected with our community and industry. - We are accountable for delivering our commitments. - We celebrate our success.	- We listen first and value diverse perspectives. - We prioritise improvement. - We are reflective and act on lessons learned. - We open ourselves to feedback. - We collaborate and develop together.

Our Strategic Objectives

- SAFEGUARD communities and the environment
- DRIVE more innovative and sustainable practices
- COLLABORATE with communities and industry in managing environmental challenges
- SHARE our knowledge, science expertise and information

- TRUSTED and effective regulator

About the Role

The Senior Environmental Adviser is responsible for ensuring activities of environmental significance are undertaken in compliance with the EP Act. The key functions of the Circular Economy & Waste Branch are Waste Regulation, Regulatory Strategy & Waste Policy, Waste Levy and Container Deposit Scheme & Product Stewardship.

The role manages regulatory issues of a complex nature by leading, investigating and providing expert specialist advice to internal and external stakeholders on environmental assessment and/or compliance matters. The Senior Environmental Adviser provides assistance, guidance and advice on a wide range of environmental assessment and/or compliance matters with limited or no professional direction. The incumbent will contribute to the development, management and maintenance of specialist projects which support the EPA's Strategic Priorities. The incumbent may be tasked with leading small compliance teams, regulatory assessment teams or project teams.

Key Accountabilities

- Managing complex compliance issues.
- Ensuring accurate and timely completion of administrative tasks
- Proactively managing workloads and adapting to changing priorities in order to meet deadlines.

Key Outcomes

1. Lead and contribute to the management of licensees of a more complex nature within small teams and ensure that they comply with the EP Act, Environment Protection Policies and Regulations.
2. Ensure that environmental proposals and improvements are assessed, negotiated and achieved at high risk/complex licensed sites utilising a risk-based approach and ensure improvements are supported by the appropriate regulatory tools.
3. Lead and conduct regular inspections/audit of higher risk/complex licensed sites to assess compliance with limited supervision and in small teams.
4. Co-ordinate and appraise engineering design details for new plant and plant modifications of a complex technical nature.
5. Develop, propose and implement decisions with regard to both compliance and enforcement actions.
6. Progressing regulatory practice through particular agendas and broadening compliance effort through guiding best practice principles.
7. Development and implementing projects and proposals which support the EPA's Strategic Priorities.
8. Preparing statements and presenting evidence, where required to support a prosecution
9. Model and uphold the ethical behaviour and professional standards as contained in the *Public Sector Act 2009* and the Code of Ethics for the South Australian Public Sector.
10. Ensure a safe and respectful workplace through the implementation of a framework that proactively addresses the organisations positive duty of care to prevent harm, together with effective reporting and monitoring of WHS risks and incidents. Take responsibility for individual safety and that of direct reports and all staff, by maintaining awareness, promoting and complying with the EPA's Work Health and Safety (WHS) procedures and instructions, and undertake all reasonable management action to safeguard the health and safety of others.

Key Relationships

The Senior Environmental Adviser has interactions with the following groups/personnel:

- Reports to the Principal Adviser Recovery and Disposal and from time to time directly to the Manager Circular Economy and Waste.
- Leads other staff in small teams to achieve compliance, regulatory assessment or project outcomes, and at times provides mentoring to other staff in the branch.
- Liaises with other branches when assessing environmental risk and impact; determining enforcement options when responding to potential non-compliance; and establishing, renewing or amending licences.
- Provides high-level specialist advice to Development Assessment Team.
- Provides high quality advice for various audiences, including the Minister, the Authority, other Government departments, industry and the public on pollution management.
- Responds to community and industry enquiries and complaints.

Selection Criteria

- Ability to identify priority issues relating to environmental regulation and familiar with key regulatory tools for achieving compliance.
- Ability to lead and supervise small teams and prioritise workload to achieve EPA objectives and environmental outcomes.
- Well-developed verbal and written communication skills.
- Well-developed negotiation, conflict resolution and complex problem-solving skills.
- Experience in assessment and/or control of emissions to the environment.
- Experience in working and effectively communicating with a broad range of individuals and community interest groups.
- Knowledge of Environmental Management Systems.
- Ability to work independently, under limited supervision, exercising significant professional judgement, initiative and drive.
- Ability to work in multi-disciplinary teams and achieve cooperative outcomes.
- Demonstrates specialist/expertise knowledge and experience.
- Ability to undertake research and evaluation.

Essential Qualifications

Refer to [Determination 5: Classification and Remuneration for Employees](#)

- A degree in science, applied science, engineering, environmental management or equivalent.

Desirable Qualifications and Selection Criteria

- Post-graduate qualifications in an environmental related discipline.
- Experience in project management.
- Experience in environmental auditing.
- Experience in achieving compliance with regulation and related policies using environmental regulation.
- Industrial experience preferably as an environmental or EPA liaison officer.
- Knowledge and understanding of the provisions of the EP Act.
- Knowledge of public sector requirements for ethical conduct, OHS&W, Diversity in the Workplace, Equal Employment Opportunity and Performance Management.

Special Conditions

Work Status: Eligibility to work in Australia.

Location: 211 Victoria Square, Adelaide 5000

- This role has been designated as a Position of Trust pursuant to the standards required in the Australian Government Protective Security Policy Framework. A current National Police Clearance is essential.
- The EPA supports and actively encourages flexible working arrangements to enable its staff to effectively balance work and life. Such arrangements may be negotiated with the appropriate Manager.
- Must be able to become an Authorised Officer under the *Environment Protection Act 1993*.
- The incumbent will occasionally be required to travel to sites in country areas and interstate.
- The incumbent may be required to work out of hours and as the need arises.
- A current driver's licence is essential.
- Vaccinations required: Q Fever, Hepatitis A & B and Tetanus.

The EPA expects all its employees to contribute to its outcomes by:

- Working as effective team members by treating others with respect and courtesy, collaborating with team members, and internal and external stakeholders to achieve results;
- Optimising their own performance by actively identifying their strengths and individual training and development needs, and actively participating in the twice-yearly performance and development review process;
- Providing high quality customer service;
- Ensuring they are familiar and compliant with relevant legislation, policies and procedures;
- Managing information in accordance with the *State Records Act 1997* and EPA record keeping requirements,
- Supporting the EPA's commitment to reducing its energy usage, contributing to the SA Government's greenhouse gas emission targets and reducing the use of single use plastics;
- Promoting equality, respect and a culture of zero tolerance towards violence against women in the workplace and;
- Utilising resources and information in a responsible and accountable manner and comply with all EPA financial, human resources, procurement and other agency policies and procedures.

References

Code of Ethics for the South Australian Public Sector - <http://publicsector.sa.gov.au/policies-standards/code-of-ethics/>

Public Sector Act 2009 - <https://www.publicsector.sa.gov.au/Resources-and-Publications/key-legislation/public-sector-act-2009>

[South Australian Public Sector Entry Level Employee Competency Framework](#) / [First Line Manager Competency Framework](#) / [Middle Manager Competency Framework](#)