

Job Description Form (JDF)

Position details

Position title:	Manager Aquaculture
Position number:	70190126
Classification:	Level 8
Physical location:	Perth Metropolitan Area
Award:	PSA 1992
Agreement:	PSCSAA 2024
Pillar:	Fisheries and Sustainability
Directorate:	Fisheries and Aquaculture
Branch:	Aquaculture Management

Reporting relationships

Reports to:	Executive Director Fisheries and Aquaculture (70180007), Class 2
	This position
Direct reports:	2

Role summary

Ensures the effective policy development, strategic planning, regulation, monitoring, and compliance for sustainable commercial development of aquaculture in WA to maximise the economic and social benefits to the community and the State.

Manages and maintains the effective and efficient operations of the Aquaculture Management Branch. Co-ordinates input and advice to the Aquaculture Executive Committee and other Departmental aquaculture management committees. Provides the focal point for communications with the aquaculture industry and other agencies.

About us

The Department of Primary Industries and Regional Development's (DPIRD) role is to ensure that primary industries and regions are key contributors to the Government's

agenda for economic growth and diversification, job creation, strong communities and better places. Our goals are to:

- **Protect:** to manage and provide for sustainable use of our natural resources and soils, and to protect Western Australia's brand and reputation as a reliable producer of premium, clean and safe food, products and services.
- **Grow:** to enable the primary industries sector and regions to increase international competitiveness, grow in value and social amenity and become a key pillar of the State's economy.
- **Innovate:** to support a culture of scientific enquiry, innovation and adaptation across primary industries and regions to boost industry transformation, economic growth and employment.

Our values

Our values are critical in creating a healthy and dynamic culture that helps each and all of us to make our best contribution, to develop a workplace where we feel excited about our work and results and where other people will increasingly want to join our team. Our values underpin how we operate:

- **Working together** – We achieve better outcomes with our colleagues, stakeholders and the community by engaging with their ideas, knowledge and expertise.
- **Acting with integrity** – We foster a culture where individuals are accountable for their actions, behaviours and contributions.
- **Responding with purpose** – Our actions and reactions are intentional, well thought out and align with a specific objective or goal.
- **Embracing curiosity and creativity** – There is always space to be innovative, through curious and creative thinking.
- **Aspiring for a better future** – Our combined efforts deliver sustainable results – environmentally, socially and economically.

Key responsibilities

The key responsibilities of the role include, but are not limited to, the following:

Leadership and Policy

- Provides high level State and national leadership and representation in aquaculture management.
- Oversees and co-ordinates the management and administration of Aquaculture Management services and regulation to support industry development.
- In partnership with clients and industry development groups, identifies, plans and implements policy and initiatives for the sustainable management of Aquaculture in the State.
- Provides high level advice and briefings relating to aquaculture management
- Administers, guides and contributes to aquaculture compliance processes and supporting legislation, regulations, policy and licensing in accordance with requirements.

- Responds to referrals for inquiries or reports on matters relating to the provision of aquaculture services or industry.
- Leads and facilitates strategic aquaculture development and planning.

Management

- Oversees and directs the effective operations, functions and administration of the Aquaculture Management Directorate.
- Reports to the Executive Director on outcomes, outputs and strategies.
- Manages the Branch's physical, financial and human resources.
- Establishes and maintains collaborative working relationships with departmental staff to meet the Department's strategic objectives.
- Provides leadership, management and development to staff to meet Branch's outcomes.
- Leads and participates in the development of emergency response capacity (e.g. people, system, infrastructure, etc.) for this function in a large-scale emergency requiring a coordinated response.
- Participates in incident and emergency management activities commensurate with capability, capacity, training and level of experience.

Consultation and Liaison

- Acts as the key point of contact between the Department and industry on aquaculture management matters, including fish health and biosecurity.
- Co-ordinates the DPIRD Aquaculture Executive Committee
- Co-ordinates other Departmental aquaculture management committees.
- Develops and maintains effective relationships and communication networks with the Aquaculture Council of WA, the peak industry representative organisation, and other key stakeholders to maximise outcomes for aquaculture.
- Represents the Department on the National Aquaculture Committee.
- Represents the Department in community education and awareness to maximise the effectiveness of the Department's programs in relation to aquaculture.
- Represents the Department in the identification, negotiation and allocation of funding for the aquaculture industry.
- Provides advice on strategic and operational matters including policy, projects, administration, resourcing and planning matters.
- Resolves complex enquiries relevant to the Branch's policy, projects and administrative activities.
- Responsible for strategic policy and planning relevant to section outcomes.
- Provides high-level input to corporate strategic planning processes.
- Other duties as required.

Work related requirements

In the context of the role:

Essential criteria

Role specific

1. Extensive knowledge and experience in fisheries or aquaculture management with the capacity to provide leadership at a state and national level.
2. Knowledge, and broad understanding, of the legislation administered by the Department and its application to fisheries or aquaculture management.

Core capabilities

3. *Build effective relationships:* Highly effective management, interpersonal, presentation and negotiation skills with a proven ability to consult across senior levels in the public and private sectors.
4. *Challenge for innovation:* Demonstrated ability to successfully deliver creative and innovative solutions to complex problems in order to meet organisational objectives.
5. *Think strategically:* Proven ability to research, conceptualise and analyse complex policy, governance and operational issues and risks to provide feasible and future-focussed solutions.
6. *Deliver in a changing environment:* Demonstrated capability to achieve balanced outcomes through managing competing deadlines, driving continuous improvements and effectively managing change.
7. *Lead and empower others:* Demonstrated ability to work collaboratively with staff and stakeholders at all levels and the ability to motivate and influence people.

Special requirements/equipment

- Tertiary qualification in Management, Science, Economics, Public Administration or other relevant area or equivalent relevant extensive experience.
- An acceptable National Police Certificate (police clearance) is required (if not currently held, must be acquired prior to commencement at applicant's expense)
- The contract of employment specifies terms and conditions relating to this position.
- Occasional travel to and from metropolitan and regional offices may be required.
- DPIRD is an Emergency Management Agency and all employees may be required to work or travel during, or outside of, normal business hours to assist with incidents and emergencies.
- The contract of employment specifies terms and conditions relating to this position.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and requirements of this position.

Delegated authority

Position title: Deputy Director General, Fisheries and Sustainability

Endorsement Date: 17 November 2025