



Bushfire Mitigation Crew Leader
Position Number: Generic Level: AWU 3
ANZSCO: 441212

JOB DESCRIPTION FORM

THE ROLE

This position is responsible for managing and maintaining oversight of DFES' Bushfire Mitigation Crews. This role will coordinate and actively participate in the delivery of on-ground mitigation works, whilst ensuring best practice and Occupational, Health and Safety procedures are consistently followed.

In accordance with Section 50(d) of the *Equal Opportunity Act 1984*, this position is only available for First Nations Australians.

REPORTING RELATIONSHIPS

ORG STRUCTURE: Rural Fire Division
Bushfire Mitigation Branch

THIS ROLE REPORTS TO

Area Officer (Rural) Rank: Area Officer

POSITIONS THAT REPORT TO THIS ROLE

Bushfire Mitigation Crew 009671, 006972 Level: AWU 2

POSITION INFORMATION

LOCATION: Currently Belmont, but this is subject to change.

SPECIAL CONDITIONS: The Department is an emergency services organisation and all employees may be required to work business hours or outside of normal business hours to assist with emergencies.

Employees in this position will be required to attend emergency incidents and undertake intrastate travel.

Employees in this position will be required to work outdoors and in remote locations across Western Australia.

SPECIFIC RESPONSIBILITIES

DFES is committed to the principles of Equal Employment Opportunity (EEO) and diversity in the workplace and the provision of a safe environment for its employees, customers and volunteers. All duties are to be performed in a manner and behaviour consistent with EEO legislation and Occupational Safety and Health legislation along with the Department's Code of Conduct and Policies/Procedures and other relevant legislation.

Bushfire Mitigation

- Supervise and support mitigation resources and personnel in the effective delivery of on-ground mitigation works.
- Ensure mitigation activities are implemented in accordance with relevant legislation, standards and procedures.
- Complete all work as specified in the relevant mitigation work plans or as directed.
- Participate in planned burning and wildfire suppression commensurate with capability, capacity, training and level of experience.
- Work with internal and external stakeholders to ensure mitigation works are completed in accordance with approved environmental sensitivity and Aboriginal Cultural Heritage plans.
- Use various tools, machines and equipment to remove or modify vegetation, such as firebreak construction, chemical application, maintenance work, erecting signage and maintenance of water points.
- Conduct fuel load assessments to capture fuel load data.
- Participate in safety initiatives including team meetings, job safety analysis preparation, workplace inspection, hazard identification and control and accident investigations.
- Undertake all administrative functions required of the role including preparing reports and ensuring records are maintained in accordance with relevant policies and procedures.
- Advise on methods and techniques to improve quality control, efficiency and productivity.
- Liaise with the public in a positive and constructive manner.
- Maintain relevant qualifications and undertake training to meet organisational requirements.

Other

- Participate in emergency incident rosters and response activities related to bushfires and other natural hazards, as appropriate, and as directed.
- Provide training as required.
- Reporting all health and safety hazards, near misses and injuries.
- Actively participate in managing risk and resolving health and safety issues and promoting a safe place of work.
- Undertake other duties as required.

EXPECTED LEADERSHIP BEHAVIOURS

Leadership Expectations are critical to the success of DFES and provide a clear understanding of the expected behaviours for all public sector employees. This position aligns to the context of **Leading Others**, and it is essential that you demonstrate the required behaviours below to undertake this role:

Behaviour	Descriptor
Lead collectively	Seek and build key relationships, work together and focus on the greater good.
Think through complexity	Think critically, work with ambiguity and uncertainty, assess solutions and impacts, and take calculated risks.
Dynamically sense the environment	Be in tune with the political, social and environmental trends that impact the work; understand and recognise the needs of others and leverage relationships for desired outcomes.
Deliver on high leverage areas	Identify priorities, pursue objectives with tenacity and display resilience in the face of challenges.
Build capability	Proactively develop others; share learning to promote efficiency and effectiveness; and champion diversity and inclusion.
Embody the spirit of public service	Display empathy, compassion, humility and integrity, and a genuine passion for the work; demonstrate a responsibility to Western Australians; and work in the interests of the public good.
Lead adaptively	Continuously seek to understand personal strengths and areas for improvement, be adaptive to change and adjust leadership style in different contexts.

SELECTION CRITERIA

Applicants should demonstrate their capacity to meet the following criteria which should be read in conjunction with the specific responsibilities of this role.

ESSENTIAL CRITERIA

1. In accordance with Section 50(d) of the *Equal Opportunity Act 1984*, this position is only available for First Nations Australians.
2. Possession of a current unrestricted Australian Medium Rigid or Heavy Rigid licence which must be valid for the duration of employment.
3. Knowledge in machine operations and/or safe operation of chainsaws, brush cutters and common power tools and willingness to complete and acquire relevant firefighting competencies.
4. Experience in supervising and coaching others in a range of work programs and working positively in a team environment with limited supervision.
5. Demonstrated ability to plan and implement work programs in an efficient manner, organise resources and maintain accurate records and reports.
6. Demonstrated communication skills, along with the ability to collaborate effectively with internal stakeholders and members of the public.

DESIRABLE CRITERIA

1. Experience in Dieback disease hygiene requirements and machine operations in environmentally sensitive areas.
2. Knowledge and experience of principles relating to fauna, flora and hygiene management, and a sound understanding of the use of poisons, pesticides and herbicides.
3. Certificate III in Conservation and Land Management or equivalent qualification.

CERTIFICATION

Version	Description	Approval Date	Registered Date	Registered by
Vs 1.0	Created and classified	8 August 2025	19 September 2025	Tasha McMenamin