



Job Description Form

Environmental Officer

Position Number:	3032773	Portfolio:	Approvals
Classification:	Specified Calling Level 1	Reports to:	Manager Strategy and Guidance, Level SCL 5
Location:	Joondalup	Direct Reports:	Nil

Description

The Environmental Officer is responsible for investigating, assessing, advising and reporting on the environmental impacts of development proposals and/or planning schemes under Part IV of the Environmental Protection Act 1986.

The Environmental Protection Authority's functions by ensuring environmental impact assessments are scientifically robust and aligned with legislative and policy frameworks.

Responsibilities

In context of above description, the role:

- Investigates and evaluates the environmental impacts of development proposals and planning schemes, providing clear and informed advice to support environmental impact assessment processes.
- Prepares technical advice, documentation and assessment reports that inform and support statutory decision-making.
- Provides guidance and liaison to industry, government agencies and the community on environmental matters relating to development proposals and planning schemes.
- Supports the native vegetation clearing assessment process by providing advice, clarification and input on assessment requirements.
- Assists with the development, review and implementation of environmental policies, guidelines and strategies.
- Delivers policy and project support that strengthens environmental assessment, approvals and regulatory outcomes.
- Participates in multidisciplinary project teams undertaking environmental assessment, policy development and strategic initiatives.
- Enhances operational effectiveness by engaging in continuous improvement of processes, systems and service delivery.
- Undertakes additional duties as required within the skills and scope of the position capabilities and departmental needs.

Our people, our leaders, our values

At DWER, every employee is a leader. To support this, we have established clear [Leadership Expectations](#). For this role, you will be a [Personal Leader](#). Demonstrating the expected behaviours is crucial and aligned with the role's requirements.

Our culture is shaped by our [values](#). All employees are expected to uphold equity, diversity and inclusion, work health and safety, and ethical principles in all aspects of their work. This includes demonstrating



cultural responsiveness by valuing diverse perspectives and contributing to culturally safe, inclusive, and trusted services – particularly for Aboriginal people and communities.

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Work Related Requirements

Read these requirements in context of the above contents.

1. You have a Bachelor of Science degree in a relevant discipline or an approved equivalent tertiary qualification.
2. You have the ability to understand and apply relevant legislation, policy and regulatory frameworks (*you think through complexity*).
3. You have the ability to perform environmental assessments under immediate supervision and to analyse and evaluate information, assess risks and develop practical solutions that support evidence-based decision-making (*you think through complexity*).
4. You can communicate effectively through various mediums (oral and written) enabling you to share ideas, concepts and knowledge at a professional level and produce correspondence and reports that meet the needs of target audiences (*you dynamically sense the environment*).
5. You have the ability to manage competing and shifting priorities and deliver services and products that meet agreed quality standards and timeframes in a dynamic work environment (*you deliver on high leverage areas*).
6. You have good interpersonal skills enabling you to engage and communicate with a range of internal and external stakeholders to achieve outcomes and to work collaboratively as part of a team while also managing and developing yourself and actively contributing to a positive workplace culture (*you lead collectively*).

Special Requirements

- The department will conduct a national police check before offering employment.
- This position requires a current WA 'C' Class Driver's Licence.