



Job Description Form (JDF)

Position details

Position title:	Senior Fisheries and Marine Officer
Position number:	70190664 / 70190691
Classification:	Level 4
Physical location:	Hillarys / Fremantle
Award:	PSA 1992
Agreement:	PSCSAA 2024
Pillar:	Fisheries and Sustainability
Directorate:	Operations and Compliance
Branch:	Compliance Metro

Reporting relationships

Reports to:	Supervising Fisheries and Marine Officer, Level 5
	This position
Direct reports:	Nil

Role summary

Coordinates and undertakes the delivery of effective and efficient compliance activities, investigations, surveillance, education and community awareness programs relating to fisheries and other legislation administered by the Department. Mentors and assists staff in compliance activities undertaken in accordance with operational policies, procedures and protocols.

About us

Our department (DPIRD) leads sustainable development of WA's regions and agriculture, aquaculture, food and fisheries sectors. Our Ministerial portfolios are Agriculture and Food, Fisheries and Regional Development.

We **unlock and guide economic opportunities** for these sectors and regions, balanced with the **stewardship of our land and aquatic resources**. In everything we do we take the approach of:

- **Protect** through stewardship of our people, land and aquatic resources.
- **Grow** our primary industries and regions through balancing social, economic and environmental drivers.
- **Innovate** through a culture of inquiry and adaptation.

We draw on our grow, protect, innovate approach to deliver priorities under three outcome areas:

1. Management and stewardship of WA's land and aquatic resources.
2. Capable and empowered communities.
3. Dynamic regions and primary industries.

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:

Compliance Activities

- Undertakes investigations and inspections relating to breaches of fisheries and other legislation administered by the Department.
- Plans and executes patrols, prepares brief of evidence reports, issues notices, cautions, prosecution notices and assist with legal proceedings, as required.
- Provides advice and mentoring to team members on the interpretation and application of legislation, and behaviours in conducting field compliance activities.
- Ensures quality control of evidence and court documentation.
- Represents the Department on prosecution matters where required.

- Contributes to the development of compliance operational policy, procedure and protocol.
- Contributes to the development of compliance strategies and community education project initiatives to achieve positive outcomes.
- Participates in working groups as required.
- Identifies opportunities and ongoing improvement of processes, practices and protocols.
- Assists in responding to complaints, briefing notes and requests for information.

Stakeholder Engagement

- Provides regular reports on achievement of targets and takes remedial action where/when required.
- Fosters relationships with stakeholders including other enforcement agencies, industry and government agencies.
- Shares knowledge and learning with team members.
- Undertakes community awareness, education and data collection services and programs.
- Represents the District in meetings as required.
- Other duties as required.

Work related requirements

In the context of the role:

Essential criteria

Role specific

1. Certificate qualifications in compliance and investigations and/or possession of relevant experience.
2. Demonstrated knowledge and understanding of relevant compliance legislation, compliance governance framework, and operational procedures.

Core capabilities

3. *Build effective relationships*: Well-developed written, verbal, interpersonal and negotiation skills with the ability to liaise with both internal and external stakeholders, demonstrate sound judgement and conflict resolution skills.
4. *Challenge for Innovation*: Well-developed analytical and problem-solving skills, including a demonstrated ability to develop innovative solutions to problems in order to meet organisational objectives.
5. *Think strategically*: Proven ability to interpret and apply legislation and the ability to research issues and make appropriate recommendations.

6. *Deliver in a changing environment*: Demonstrated ability to prioritise tasks and organise workload to meet targets and deliverables.
7. *Lead and empower*: Demonstrated ability to work autonomously, collaboratively and productively as a member of a small team.

Special requirements/equipment

- Possession or willingness to undertake First Aid Certification.
- Possession of current relevant maritime operations qualifications.
- Experience in operating and maintaining vessels, 4WD vehicles and associated equipment.
- 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.

Pre-Employment Requirements

- Satisfy departmental psychometric and cognitive testing requirements.
- Are 18 years of age or more at the time of appointment.
- A Current Western Australian C or C-A class drivers licence or equivalent is required.
- Obtain an Australian Federal Police Certificate that demonstrates no criminal conviction that precludes working in a law enforcement capacity.
- Demonstrate the ability to distinguish marine navigation lights and aids to Department of Planning and marine safety standards.
- Satisfy departmental swimming and approved medical and fitness entry standard.
- Are prepared to undertake ocean swimming and snorkel diving activities as required by the Department.
- Possess the ability to travel on and conduct surveillance activities from aircraft (as required).
- Note and accept that being a Fisheries and Marine Officer involves:
 - Working irregular hours, nights, weekends and public holidays.
 - Spending time away from home base, including time at sea on Departmental or commercial vessels.

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: 23 January 2026