



JOB DESCRIPTION FORM

ABOUT US

The Forest Products Commission (FPC) is committed to be a leader in achieving an environmentally sustainable and commercially viable forest products industry providing economic and social benefits to the people of Western Australia.

Our Values

- Nurture our people and their safety
- Respect our environment, heritage and each other
- Deliver outstanding results and superior service

POSITION DETAILS

Position title: Production Manager North

Level: 7

Position number: FPC3093263

Division: Operations

Branch: Production

Award/Agreement: GOSAC Award / PSGOGA

Employment type: Permanent, Full Time

Location: Bunbury

REPORTING RELATIONSHIPS

This position reports to: Manager Production, FPC3078298

Number of positions supervised: 1

ROLE SCOPE

The Production Manager North is responsible for the planning and implementation of integrated harvesting operations for the Forest Products Commission (FPC) in the northern division of the Southwest area. The role implements and achieves the annual harvesting works programs and coordinates the distribution of log sales to contracted buyers. The role also monitors environmental impacts, follows appropriate procedures and ensures that standards of prevention and correction are met, and specifications are applied. This position is also responsible for ensuring budgeting and expenditure requirements are effectively managed, monitored and reported.

DUTIES AND RESPONSIBILITIES

1. Shapes and manages strategy

- Understands the FPC's objectives and aligns operational activities accordingly.
- Provides leadership and direction in planned operational activities within the Northern Supply Zone across softwood, hardwood and sandalwood operations.
- Contributes to the preparation, effective management and monitoring of annual budgets and targets to guide the branch in achieving its goals.
- In conjunction with the FPC Forest Management and Strategic Planning Branches, participates in the development of the annual, three-year and five-year harvest plans.
- Contributes to the continuous review and development of forestry management standards and procedures.
- Liaises closely with the New Business and Innovation Branch to seek and develop opportunities for log sales, within or outside the existing customer base, to optimise utilisation of forest products from the FPCs operations.
- Leads innovation and creative thinking and solutions within an environment of transparency and accountability.

2. Achieves results

- Accountable for achieving a high uniform standard of practice in accordance with the FPC, Department of Biodiversity, Conservation and Attractions (DBCA) and Forest Industry policy, procedures, guidelines, codes and manuals.
- Effectively and efficiently manages the execution of "Contracts of Sale" and "Contracts of Supply" to meet annual delivery targets, silvicultural requirements and environmental compliance.
- Can respond in a positive, flexible and transparent manner to changes to supply, demand or resource availability.
- Implements best practice supply chain principles in integrated forest harvesting and log transport within the framework of the Forest Management Plan, relevant Legislative requirements and the FPC's strategic objectives.
- Identifies and develops key talent to support performance.
- Maintains, but is adaptive in the management of FPC's resources including, human, financial, physical, technological and information requirements to enhance operational outcomes and achieve strategic priorities.

3. Builds productive relationships

- Develops strong and collaborative relationships with Customers, Contractors, Forest Industry bodies, the Community and other Government agencies.
- Uses initiative to support the inclusion of aboriginal peoples in the timber industry
- Provides specialist advice on matters relating to forest operations to key internal and external stakeholders.
- Leads and mentors staff to ensure training and development opportunities are identified and harnessed.

4. Exemplifies personal integrity and self-awareness

- Promotes an ethical leadership culture which models the FPC's values.
- Puts the safety, health and wellbeing of the industries community first.
- Engages with industry risk. Constructively challenges preconceived methods, uses initiative to create positive change.
- Demonstrates high standards of professionalism, integrity and accountability.
- Displays and promotes a strong commitment to positive learning.
- Commits to achieving key outcomes for the organisation and uses personal drive, focus and energy to enthuse others.

5. Communicates and influences effectively

- Communicates the FPC's vision, direction and values to key stakeholders
- Undertakes a change management role in translating the FPC's strategic objectives into operational plans and expectations to key stakeholders.
- Provides leadership in promoting, encouraging and supporting innovative practices that align to the

- FPC's objectives.
- Demonstrates clear understanding of industry mechanics and negotiates persuasively to deliver and enhance industry outcomes
- Seeks to understand the audience and effectively tailors communication style. Listens to others and structures messages clearly and succinctly.
- Values and recognises the potential of promoting individual differences and diversity.

6. Other

- Undertakes other duties as directed.

SELECTION CRITERIA

Applicants will be assessed on their capacity to meet the following criteria in the context and scope of the position.

Essential:

1. Substantial experience and understanding of commercial forestry operations.
2. Demonstrated ability to develop and deliver innovative and responsive solutions which underpin strategic objectives.
3. Substantial experience in procurement and contract management.
4. Proven experience and demonstrated leadership and management skills to meet objectives, through effective human resources and financial management practices.
5. Highly developed communication skills including negotiation skills and the ability to develop and maintain productive working relationships across a broad range of internal and external stakeholders.

OTHER CONDITIONS

QUALIFICATIONS	<ul style="list-style-type: none"> • Bsc. Forestry or other relevant tertiary qualification
Allowance / Special conditions	<ul style="list-style-type: none"> •
Police Certificate	<ul style="list-style-type: none"> • A current National Police Certificate is required. • Overseas Police Certificates may be required.

CERTIFICATION

The details contained in this document are an accurate reflection of the position.

Director or Delegate		People Services	
Signature	Date	Registered Stamp	Date
			