

Resource Modeller

Position Description

Context

Manager	Senior Resource Analyst
Division	Commercial Resources
Location	Melbourne CSO
Tenure	Ongoing / Full Time
Career Level	Career Level 5

Primary Objectives

Organisational	<p>VicForests is a Victorian State-owned business responsible for the sustainable harvest, regeneration and commercial sale of timber from Victoria's public forests on behalf of the Victorian Government.</p> <p>We undertake all of our operations in a safe, efficient and sustainable manner, keeping our staff, the community and the environment in mind in all we do.</p> <p>We are an active member of the communities in which we operate and we are committed to giving stakeholders the opportunity to have input into our forestry practices.</p>
Role	<p>VicForests' resource planning systems operate at a long-term strategic, medium-term tactical and short-term operational level and are heavily utilised to inform resource decisions within VicForests and externally.</p> <p>The role of the Resource Modeller is to drive further development of VicForests' planning systems and wood supply models, utilising a wide range of spatial and non-spatial data, and liaise with other business units within VicForests on resource issues.</p>

VicForests' Values

Safe	We aim for zero harm in all that we do
Sustainable	We respect and care for our environment and the communities in which we operate
Professional	We operate in an ethical, efficient and accountable manner
Customer focussed	We are responsible in our commercial dealings
Respect	We treat others in a manner that we would like to be treated

Key Result Areas¹

Note:

VicForests' resource modelling systems are built on Remsoft's Spatial Planning System, notably Woodstock, Spatial Optimizer and Tactical Scheduler. These systems are under continuous improvement, with an emphasis on better integration of all levels of resource planning within the organisation.

- Develop and maintain Woodstock and related modelling capacity to enable effective analysis and business decision making
- Develop and maintain VicForests Harvesting Planning Information Database and Harvest Strategy and provide recommendations for future development
- Lead the on-going development of VicForests' Integrated Planning System
- Develop and maintain VicForests' Provisional Coupe Layer and integration with the Timber Release Plan.
- Develop and maintain VicForests' Tactical Scheduler (Remsoft Tactical Scheduler)
- Contribute to organisational responses to issues relating to resource availability
- Conduct an annual monitoring and reconciliation process to review model performance against production
- Liaise with VicForests' staff and stakeholders regarding resource modelling, harvest levels and silvicultural strategies, including the delivery of presentations and training as required
- Assist with the development and review of VicForests' key operational data, systems and instructions relating to forest resources
- Perform duties in a manner that ensures the health and safety of yourself and others. Ensure that all incidents and hazards are reported in a timely manner
- Identify and communicate key risks and ensure risk management processes are followed
- Undertake any duties and responsibilities to meet the requirements of the team or broader business
- Perform duties in a manner that ensures the health and safety of yourself and others. Ensure that all incidents and hazards are reported in a timely manner
- Take responsibility for performing the role in accordance with all relevant systems requirements
- Identify and communicate key risks and ensure risk management processes are followed.

¹ *The KRA's are the major outputs for which the position is responsible for and are not a comprehensive statement of the position activities. You may however, be required to undertake other duties and responsibilities from time to time, in addition to or as variations of the duties and responsibilities of the position.*

Selection Criteria - Core Capabilities

Qualifications	Essential / Desirable
Degree in Forest Science or equivalent	Desirable
Current Victorian Drivers Licence with ability to travel	Essential

Experience	Competencies acquired through experience
High level GIS skills	<ul style="list-style-type: none"> Able to create, query and manage ArcGIS data.
High level data analysis skills	<ul style="list-style-type: none"> Able to design, create and manage forest management information system databases, including programming and stored procedures; Able to create, manage, query and analyse complex data.
High level expertise in forest estate modelling	<ul style="list-style-type: none"> Able to develop and manage models of timber resource availability in the Remsoft Spatial Planning System environment for both native forests and hardwood plantations
Experience in the development of policies, processes and procedures and reporting	<ul style="list-style-type: none"> Able to develop policies, processes and procedures; Able to prepare detailed reports, strategies and business cases; Able to present complex technical information to a range of audiences.
Forest management experience	<ul style="list-style-type: none"> Good understanding of operational forestry practices.

Attributes	Behaviours
Written communication	<ul style="list-style-type: none"> Prepares complex briefs, letters, emails and reports using clear, concise and grammatically correct language; Edits written communication to ensure it contains the information necessary to achieve its purpose and meet audience needs.
Verbal communication	<ul style="list-style-type: none"> Clearly understands the target audience and the objectives of the communication and confidently conveys ideas and information in a clear and interesting way; Handles difficult and sensitive communications well.
Planning and organising	<ul style="list-style-type: none"> Sets clearly defined objectives and priorities and operates accordingly, reviewing and adjusting as required; Establishes systems and procedures to guide work and track progress; Recognises actual and potential barriers and finds effective ways to deal with them.
Influence and negotiation	<ul style="list-style-type: none"> Builds behind-the-scenes support for ideas to ensure buy-in and ownership; Uses chains of indirect influence to achieve outcomes; Involves experts or other third parties to strengthen a case.

Strategic planning	<ul style="list-style-type: none"> ▪ Thinks at the big picture level; ▪ Entertains wide-ranging possibilities in developing a vision for the future; ▪ Translates strategic direction into day-to-day activities.
Systems thinking	<ul style="list-style-type: none"> ▪ Diagnoses trends, obstacles and opportunities in the internal and external environment; ▪ Understands the linkages between natural systems and communities to inform policy; ▪ Conceptualises and defines the systems working within the organisation.
Problem solving	<ul style="list-style-type: none"> ▪ Analyses issues from different perspectives and draws sound inferences from the information available; ▪ Identifies and proposes workable solutions to problems; ▪ Implements solutions, evaluates effectiveness and adjusts actions as required.
Project management	<ul style="list-style-type: none"> ▪ Consults, liaises with and influences key stakeholders; ▪ Produces detailed project plans where objectives are clearly defined and action steps for achieving them are clearly specified. ▪ Monitors performance against objectives and manages project risks and issues; ▪ Ensures project objectives are met.

Further Information

Long periods of sedentary desk/computer duties may be required as part of this role.

Some long distance travel and overnight stays may be required in country locations.

VicForests' employees may be required to contribute to fire and emergency management responsibilities

External applicants will be subject to a probation period of 3 months.

All applicants must have the right to work in Australia; supporting evidence may be requested.

Please note that in accordance with VicForests' processes, new employees will need to provide information of their motor vehicle driving & insurance history and disclose any medical conditions or pre-existing injuries that can affect job and driving performance.

In addition, if this role requires a Financial Delegation or regular access to confidential information, a Police Background check will be required.

If this role requires regular contact with vulnerable people (particularly children), a Working With Children's check will be required.

For further information about this role, please contact HR on 9608 9520 or vf.careers@vicforests.com.au

To be completed on offer / acceptance of a role:

I accept the Position Description as stated and the Position Description may need amending and updating periodically due to changes in responsibilities and organisational requirements. Changes to positions descriptions will be in accordance with the position classification and consistent with the purpose for which the position was established.

Name: _____

Position Location: _____

Signature: _____

Date: _____