

ARBORIST

Our City Vision:

Port Adelaide Enfield is a welcoming, liveable City: made by people.

Our Goals

Thriving Community	Prosperous Economy	Clean And Green City	Places For People
<i>A City where people have the opportunity to connect and flourish</i>	<i>A City with a thriving economy that enriches its local community</i>	<i>A City that values its natural environment</i>	<i>An accessible City where people love to be</i>

Organisational Capability:

Our diverse workforce is resourced to deliver meaningful outcomes.
Our systems, processes and tools are contemporary and reflect leading practice.
Our assets and finances are managed with good stewardship.

We value our constructive workplace culture:

That is supportive, takes on challenges, seizes opportunity, builds great relationships and is proud of what we deliver for our diverse community. We inspire people to be creative, grow and learn. We place no limits on what we can achieve.

Our Organisational Values

Make a Difference We serve our community well • Deliver public good • Improve the quality of people's lives • Community focussed • Deliver Council's City Plan	Grow & Improve We improve our work everyday • Innovate • Continuously improve • Problem solve • Adapt & change • Engage the community • Shape the future	Better Together We collaborate & create to deliver meaningful outcomes • Trust, honesty, integrity • Care & support each other • Work as a team • We celebrate success • We are accountable • Open communication
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POSITION DESCRIPTION

The position is:

Position Title	Arborist		
Department & Section	City Assets – Parks and Gardens		
Team	Tree Maintenance		
Reporting to	Group Leader		
Positions Reporting to it	Nil		
Classification and Stream	Grade 5 - 6		
Position Number		Prescribed Position:	YES ☐ NO ☒

How does this position contribute to our community?

- Assists to achieve service standards which are part of our maintenance programs.
- Help keep the community safe during extreme weather events.
- Helps to make our City a cleaner, safer place to live and work.
- Complete a range of tasks with sensitivity to our heritage and natural environments.
- Contributes to our community's sense of place.

What does the position do?

- Leads and participates in the maintenance of our city's:
 - Trees within our parks, gardens and sporting grounds.
 - Street trees and vegetation.
 - Levels of public cleanliness.
- Undertake all aspects of arboriculture maintenance.
- Responsible for complex tree maintenance tasks.
- Provides leadership and direction in the field.
- Provides arboricultural advice in relation to Council owned trees to the community.
- Operates and maintains plant, equipment and tools associated with the duties of the position.
- Truck driving (up to MR level).
- Maintains a clean and safe worksite.
- Leads less experienced team members when working in smaller groups.
- Traffic management.
- Responsible for the completion of daily documentation.
- Maintains Council's tree management systems.
- Provides leadership and timely resolution to rapid response requests during scheduled hours.
- Ensures compliance with the Code of Conduct, Council policies, procedures and guidelines.
- Other reasonable duties as required are undertaken.
- Work at other locations within Council if required

What outcomes does the position deliver?

- Interactions with members of the public, contractors and other service providers are respectful, friendly and polite.
- Safe work method statements, safe operating procedures and daily job safety analysis and any other safety related requirements are complied with.
- Sound horticulture/arboriculture maintenance practices are provided to the community.
- Work is carried out in a timely manner to the required quality standards.
- All relevant tree standards are complied with.
- Strong safety culture in the field.

The behaviours we expect the position to contribute to our workplace are:

- Demonstrates a customer focused approach and strong commitment to delivering positive outcomes for the community.
- Models PAE Values and acts in accordance with the Code of Conduct.
- Applies arboriculture knowledge and skills effectively to achieve safe, efficient and professional work practices.
- Demonstrates initiative, enthusiasm and a positive can-do attitude when approaching work and overcoming challenges.
- Applies critical thinking and sound judgement to identify, assess and resolve issues in a timely and effective manner.
- Seeks opportunities for personal development and continuous improvement.
- Adapts positively to changing priorities, work environments and operational challenges.
- Provides leadership, guidance and mentorship to team members, fostering capability development and high performance.
- Acts with reliability, accountability and professionalism, consistently delivering on commitments and building trust with others.
- Takes ownership of responsibilities and remains accountable for delivering agreed outcomes within required timeframes.

Qualifications for the position

- AQF Certificate III or higher in Arboriculture is essential.
- C Class Driver's licence is essential.
- MR licence is essential.
- High Risk ticket about 11 meters is essential.

Experience

- Minimum 3 years' experience in arboriculture is essential.
- Experience in arboriculture maintenance, use of machinery and irrigation.
- Experience in training or leading trainees

Knowledge

- Arboriculture knowledge derived from extensive work experience.
- Theoretical knowledge derived from qualifications.

Information Management/Cyber Security

- Appropriate information management practices are implemented.
- Maintain knowledge and application of Council's IT systems relevant to role.
- Maintain a working understanding of and follow Council's cyber security controls.

Child and Vulnerable People Safe Environment

- A child and vulnerable people safe environment is maintained and promoted.
- Promote protection, safety and wellbeing of children and other vulnerable people.

Procurement and Contract Management

- Responsible for complying with Council's procurement policy and processes
- Proficient in the application and requirements of procurement within a Local Government context
- Requirement to undertake regular training regarding procurement and contract management activities

Our Safety and Return to Work Commitments

All Employees

- Take reasonable care for their own health and safety.

POSITION DESCRIPTION



- Take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons.
- Comply, so far as reasonably able, with any reasonable instruction that is given to ensure their safety.
- Co-operate with any reasonable WHS policy or procedure relevant to their work.
- Participate in the RTW process if injured at work as set out in the Return-to-Work Act 2014.