



Position Description – Beach Education Officer

Division	Engaged Community
Portfolio	Community Health and Safety
Level	2
Reports To	Team Leader Parking Response
Prescribed Position	Yes

Position Objective

To promote responsible dog ownership and increase awareness and regulation of legislative requirements relating to dog management, particularly in reference to the safe use of our beaches.

To collect statistical information that can be used to assist Council to make informed decisions regarding foreshore laws.

To educate, encourage and enforce Council's By-laws to enhance the liveability of our City, and the safe use of our shared community spaces.

To promote responsible pet ownership, and humane and ethical animal behaviour practices that help ensure dogs can safely share our shared community spaces.

Key Responsibilities

- Educate, encourage and enforce both dog owners and non-dog owners on foreshore By-law, dog legislation, dog behaviour, responsible dog ownership and Council's Animal Management Plan.
- Collect agreed statistical data and undertake surveys from beach users.
- Educate, encourage and enforce council's By-laws generally, particularly as they relate to foreshore activities.
- Portray a friendly, courteous and professional demeanour when interacting with the public to assist in building a positive relationship between Council and our customers.
- Positively contribute to our constructive culture by living our values which guide decision making and delivery of outcomes for our community.
- Actively deliver an innovative customer experience that's effortless, delivered with care and exceeds our customers' expectations.

- Responsible for being actively involved in the identification and management of the day to day risks of their activities and projects.
- Take reasonable care for your own and others health and wellbeing in accordance with the Work Health & Safety Act 2012 and with Council's Work Health & Safety Managements Systems.
- Take relevant actions in accordance with Legislative requirements under the Children's Protection Act 1993 Section 8A and Council's Children and Vulnerable Persons Policy.
- Promote and maintain a child safe environment and take action as per Council's Children and Vulnerable Persons Policy.

Selection Criteria

Skills

- Sound written and verbal skills.
- Effective conflict management skills.
- Basic computing skills including knowledge of the Windows Explorer and Internet Explorer environments are required.
- Use of corporate technology including systems in electronic document management, land and property management, finance, customer requests, asset management systems and intranet.
- Demonstrated understanding and enthusiasm for the direction of the City and the Organisation.
- Demonstrated behaviour consistent with the organisational values.

Knowledge

- Local knowledge of the City.
- Knowledge of the Dog & Cat Management Act is desirable.
- Knowledge of Council's By-laws.

Experience

- Relevant experience in dog training and behaviour is highly desirable.

Qualifications & Requirements

A tertiary qualification in dog training and behaviour or related field and/or commensurate demonstrated experience in lieu of formal qualifications.

Essential

Car Licence.

Essential

Nationally Coordinated Criminal History Check (Police Check)

Essential

