

Position Overview

Position Title	Senior Forester – Protection & Custodial		
Position Number	1241		
Position Type	Ongoing		
Classification	Level 4		
Structure	Forest Operations	Coastal Region	Beerburum
Location	Beerburum ¹		
Reports to	District Manager Beerburum		
Direct Reports	Nil		
Version	2.0 as at 1 September 2025 ²		

Position Purpose

The purpose of this role is to:

1. Ensure a safe and healthy workplace;
2. Provide operational leadership in the delivery of HQPlantations business outcomes;
3. In collaboration with the Regional Planning team, provide input into the Regional Fire Management Plan including the development and maintenance of fire protection plans as they relate to your District;
4. Lead the operational implementation, monitoring, and review of the fire protection programs and schedules within your District ensuring work programs are developed and delivered in a safe, effective, commercially minded, cost efficient, and environmentally sound manner;
5. Oversee the local management of fire protection assets including fire towers, and radio and fire camera infrastructure, and liaise with People & Safety and other stakeholders regarding their installation, maintenance, upgrade, and repair;
6. Lead the operational implementation, monitoring and review of the custodial program within your District including pest management, land management, permitting, and agistment;
7. Develop and maintain working relationships with other land management and fire agencies including local brigades, and other stakeholders across your District;
8. Foster a high performing, safe, and inclusive work environment by being a proactive member of your District, Regional, and company teams.

Corporate Responsibilities

You are responsible for ensuring your behaviour and performance are aligned to:

- Our commitment to achieving a *proactive and integrated Culture of Safety*;
- Our *Values* of:
 - Integrity Always – Do what's right and address issues;
 - Respect and Protect – Care for each other and the land;
 - Lead Change – Innovate to find a better way;
 - Succeed Together – Collaborate to achieve more; and
 - Own outcomes – Committed, accountable, and tenacious.
- The behaviour standards outlined in our Code of Business Conduct; and
- Our commitment to a diverse and inclusive workplace by being open to different ideas and cultures, committing to listening to each other, treating everyone fairly, and valuing different perspectives.

¹ The incumbent may be required to work from other HQPlantations locations from time to time which may require overnight travel.

² This Position Description may be redesigned from time to time to meet business needs.



Senior Forester – Protection & Custodial Position Description

Corporate Responsibilities

1. Ensure a safe and healthy workplace

- Ensure the safety of yourself, your team, and others by placing safety first in all work activities and decisions;
- All work activities are carried out in alignment with HQPlantations health and safety Policy and Standards as detailed in our Health & Safety Management System (HSMS);
- Undertake risk assessments at all times when hazards are identified, prior to all new work, and when change is introduced;
- Ensure all workers entering the workplace undertake the required inductions, and inspections and due diligence activities are carried out; and
- Ensure all Health & Safety Events are reported and undertake analysis of events as required.

2. Apply people practices that enhance inclusiveness, culturally aligned behaviour, and high performance

- With HQPlantations team members, foster and promote individual behaviour that aligns with our Corporate Behaviour Standards;
- Through positive engagements with HQPlantations workforce (including contractors & stakeholders) provide authentic leadership by encouraging diversity, being open to different ideas and cultures, committing to listening to each other, treating everyone fairly, being inclusive, and valuing different perspectives;
- Promote and foster cooperation, accountability, and high performance within your team; and
- Work collaboratively with your team members and actively and genuinely participate as an effective member of your team and broader HQPlantations teams.

3. Provide operational leadership in the delivery of HQPlantations business outcomes

- Provide front-line coordination of contractors in terms of safety, engagement, scheduling, performance targets, quality, and stewardship to ensure efficient and quality delivery. In addition, assist the District Manager in the development and negotiation of simple contract variations;
- Provide advice and support to colleagues on fire protection operations including impacts on cultural heritage, social impact, declared pests, illegal dumping, endangered species and ecosystem matters affecting the work area;
- Work collaboratively and foster positive working relationships with your contractors and stakeholders in the delivery of our operational programs;
- Foster identification of, and support opportunities to develop innovative work practices to deliver operational excellence and improve profitable growth;
- Monitor the allocated expenditure budget for fire protection and custodial work programs in your District to ensure that work is carried out consistently, corrective action and analysis taken on any variation to budget, and expenditure contained within the approved budget;
- Liaise and collaborate closely with the other work teams in the District to achieve sustainable and cost effective outcomes for the overall regional performance; and
- Maintain positive partnerships while providing high quality service with our internal and external customers, neighbours, local and statutory authorities, community stakeholders and all relevant Government agencies.



Senior Forester – Protection & Custodial Position Description

Position Responsibilities

4. Lead the operational delivery of quality fire protection and prevention programs for your District

- Consistent with HQPlantations Corporate Fire Management System, lead the development of the fire protection and prevention programs for your District ensuring local considerations are incorporated into the Regional Fire Management Plan;
- Following approval of the relevant fire protection plan, lead, maintain and implement these plans and programs within your District ensuring work programs are developed and delivered in a safe, effective, commercially minded, cost efficient and environmentally sound manner;
- Oversee the local management of fire management assets including fire towers, and radio and fire camera infrastructure, and liaise with People & Safety and other stakeholders regarding their installation, maintenance, upgrade, and repair;
- Develop and implement operational plans for all fire protection and asset management activities ensuring they meet HQPlantations standards and specifications;
- Ensure relevant neighbours and stakeholders are kept informed of HQPlantations activities including through prescribed burning notification, participation in Area Fire Management Group meetings, and engagement with local Rural Fire Service brigades.

5. Maintain and deliver fire preparedness and wildfire response capability

- Lead the District's compliance with HQPlantations CFMS in fire preparedness and wildfire response activities;
- Actively participate in fire preparedness rosters, facilitating training, coaching and mentoring staff, and undertaking roles for which you are qualified;
- Lead, monitor, and review the achievement of fire accreditations (i.e. provisional crew achieving competent status) in your District prior to each fire season;
- In collaboration with the District Manager and People & Safety, identify and implement strategies to develop the fire management capability of your District;
- Coordinate the inspection, maintenance, and repair of fire appliances for your District, ensuring compliance with the HSMS and CFMS requirements;
- Demonstrate a commitment to progress your fire management capabilities including the ability to engage in wildfire suppression activities as a qualified and capable Sector Commander, and/or provide leadership in Incident Management Team (IMT) roles at Level 2 incidents.

6. Lead the operational delivery of quality custodial programs for your District

- Lead the operational implementation, monitoring and review of the custodial program within your District including pest management, land management, permitting, and agistment;
- Ensure adherence to HQPlantations land management and permitting requirements;
- Develop and implement an appropriate inspection regime to ensure permittees maintain adherence to their permit/agistment conditions;
- Maintain and implement these pest management plans and programs within your District ensuring work programs are developed and delivered in a safe, effective, commercially minded, cost efficient and environmentally sound manner;
- Develop and implement operational plans for all pest management plans ensuring they meet HQPlantations standards and specifications;
- Ensure relevant neighbours and stakeholders are kept informed of HQPlantations activities including through letter box notifications, roadside signage, and where appropriate media notification; and
- Identify and progress opportunities for HQPlantations to expand non-timber income streams.

A Knowledge & Skills

Practical understanding of Health and Safety:

- Demonstrated understanding of your health and safety responsibilities and the importance of proactively owning safety; and
- Demonstrated understanding and practical skills in the application and use of risk assessments in a hazardous work environment.

Plantation Forestry Operations Management

- Effective technical knowledge and application of plantation forest management operations and practices specifically in the areas of fire management. Additional knowledge in grazing, custodial activities, and silviculture would be highly regarded;
- Effective and practical understanding of sound stewardship principles in the areas of certification, custodial activities, and stakeholder engagement; and
- Demonstrated and practical knowledge and skills in fire management strategies and methodologies for both fire prevention and wildfire suppression.

Possess Business Acumen

- Ability to make safe and business oriented decisions;
- Effective understanding and practical skills in financial management including financial analysis, job costing, and budgeting;
- Demonstrated project management and planning skills that deliver quality results on time and within budget;
- Effective written communication skills including business case development and investigative, and analytical reports; and
- High level technical knowledge and skills in information technology systems including Microsoft Office applications, geospatial, financial, and forest management systems, and the ability to quickly acquire skills relevant to HQPlantations systems.

Authentic People Skills

- Display high integrity by taking courses of action independent of pleasing their audience or political expediency;
- Ability to be aware of your strengths, limitations, and emotions;
- Taking ownership for what you do; being accountable for your actions, and not hiding your mistakes;
- Non-blaming other people for what happens to you. Taking personal responsibility for how your actions created a certain outcome;
- Caring about others as a human being and a person;
- Behaving above the line and acting as an adult.

Demonstrated Leadership

- Demonstrated genuine leadership skills to build working relationships and promote positive influence; and
- Demonstrated practical interpersonal communication skills including listening, coaching, and empathetic engagement.

B Experience

- At least 5 years' experience in the coordination and delivery of forest fire protection activities including engaging with a hybrid (employee and contractor) workforce;
- Sector Commander level accreditation is mandatory, with Incident Management Team (IMT) accreditations being highly regarded.

C Qualifications

- Bachelor of Forest Science (or other relevant tertiary qualification), or a Diploma level forestry (or related field) qualification with extensive experience; and
- Unrestricted "MR" class drivers' licence (or ability to acquire).