



Lead Planning Forester

Position Description

Position Overview

Position Title	Lead Planning Forester		
Position Number	1140		
Position Type	Ongoing		
Classification	Level 4 – Senior Professional		
Structure	Forest Operations Business Group	Inland & North Qld Region	Regional Planning
Location	Imbil ¹		
Reports to	Regional Planning Manager – Inland & North Qld		
Direct Reports	Nil		
Version	V5 12/07/25		

Position Purpose

The key purpose of this position is to:

- Ensure a safe and healthy workplace
- Provide leadership in the delivery of HQPlantations business outcomes
- To drive the development and implementation of tactical planning across regional operational functions;
- Lead proactive and effective engagement and communication to deliver key messages and information to all stakeholders and partners;
- Ensure the consistent, efficient, and effective use of forest management systems to deliver and report on operational outcomes by the operational teams;
- Undertake high level analysis of work programs and operational impact assessment of strategic and operational policy options;
- Provide professional support for the development, analysis, and management review of annual regional and District work programs, budgets and operational reporting
- Foster a high performing, safe, and inclusive work environment by being a proactive member of 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 position may also be required to work from other locations from time to time.

Position Accountabilities

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);
- Always undertake risk assessments 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

- 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;
- Lead and foster cooperation, accountability, and high performance within your team;
- Foster and promote proactive and effective engagement and communication to deliver key messages and information to all stakeholders and partners; and
- Work collaboratively with your team members and actively and genuinely participate as an effective member of District, Regional, and company teams.

3. Planning & Forest Operations

- Provide key support in the development of Regional and District tactical plans and contribute to associated work program planning in areas such as harvesting, haulage, silviculture (including seedling requirements), roading, custodial and fire protection that support the delivery of safe, effective, cost efficient, and environmentally sound operational work outcomes;
- Identify opportunities and work to improve the efficient and effective use of forest management systems through internal audit, consultation and training.
- Provide support to Regional and District staff in operational planning, ensuring standards are met in regards to safety, commercial, risk and stewardship objectives.
- Assist in the development, analysis, and management review against targets of the regional budget so as to ensure that the work program targets, unit rates, and overall expenditure meet HQPlantations Annual Plan targets, strategic direction, and that benchmark against Long Term Plan targets.

4. Stewardship

- Coordinate Regional & District stewardship activities (under direction of Regional Planning and Stewardship & Environment Managers)
- Provide guidance and support, in the development, implementation and reviewing of thematic plans addressing risk factors such as fire, storm/cyclone and Biosecurity agents
- Perform a lead role in representing HQP at local and regional stakeholder engagements and where required, escalating any emerging issues through line management and the Stewardship team as early as possible
- Provide support to District teams on community engagement, cultural heritage protection, social impact assessment, protection and maintenance of high conservation values such as endangered species and ecosystems in consultation with the Stewardship team, escalating any emerging issues through line management and the Stewardship team as early as possible.
- Coordinate the regional response to external certification audit requirements as requested by the Stewardship team.

5. **Coordinate Operational Development across the regional team**

- Assist Regional and District employees in innovation and operational trials to enhance operations in line with the productivity roadmap;
- Undertake development projects as required with a focus on improving safety or efficiency outcomes through mechanisation and automation to ensure positive outcomes are delivered.
- Report on operational trials across the Regions and work collaboratively with employees and contractors to refine related procedures;

6. **Fire Management**

- Ensure regional resource planning is delivered in a manner that is consistent with the Corporate Fire Management System (CFMS);
- Lead the development of the Regional Fire Management Plans and support the District teams in the annual fire permit application process;
- Participate in fire management activities as required by the regional teams based on your competency and physical capabilities, and in accordance with the procedures set out in our Corporate Fire Management System;
- Undertake leadership roles in Incident Management Teams

7. **Leadership & Teamwork**

- Provide proactive leadership and support to ensure that tactical planning is implemented and facilitates achievement of business and work program targets;
- Take proactive steps to support others in the achievement of their goals and lead opportunities to improve individual, team and company performance;
- Drive and support an agenda of continuous improvement within the region;
- Develop professional relationships with all HQPlantations teams to ensure a safe and co-operative workplace;
- Ensure tactical planning frameworks are consistent in their development and implementation across HQPlantations in support of the One HQPlantations approach;
- In conjunction with other HQPlantations teams, promote and deliver the HQPlantations approach to establishing resilient and sustainable development pathways for a diverse range of people into the forestry industry.

Position Capability Requirements

Attitudes & Behaviours

- Strong alignment to HQPlantations values of Commitment, Drive, Integrity, Respect, and Adaptability; and
- Behaviours are at all times in accordance with HQPlantations Code of Business Conduct.

Knowledge & Skills

- Advanced knowledge of plantation forestry including silviculture, roading, harvesting, haulage, forest stewardship, and fire management.
- Advanced knowledge and skills to effectively manage contractors in terms of safety, environmental and quality management practices and standards.
- Advanced knowledge of forest stewardship, safety, performance, change, financial, quality and business management. Advanced business acumen skills in budgeting and financial analysis, project management, planning, scheduling and monitoring of work performance and outcomes, problem solving, and statistical analysis and interpretation.
- Advanced written communication skills such as transactional, business case and report writing, and verbal communication skills such as presentation and coaching.

- Effective interpersonal skills that deliver confidence in the provision of support and empathy to others, assertiveness, negotiations, partnership building and customer engagement.
- Engaging leadership skills capable of influencing and engaging others.
- Advanced information technology knowledge and skills including computer literacy programs such as MS Word, Excel and Outlook. Highly competent in the use of Forest Management Systems associated with TechnologyOne, Remsoft, GIS, and Geocortex.

Education & Experience

- Bachelor of Science (Forestry) or equivalent tertiary degree and with at least 5 years forest plantation experience in silviculture, roading, harvesting/haulage, fire management or general plantation management (e.g. stewardship, planning, resources) within a commercial environment.
- Fire Sector Commander and appropriate IMT accreditation such as Logistics, Planning, Operations or Incident Controller, or the ability to acquire.
- Unrestricted "C" class drivers licence.
- An unrestricted "MR" class drivers licence is desirable.