# Department of Energy, Environment and Climate Action

Position Description





## Position details

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| **Position title:** | Senior Geoscientist, Tenements |
| **Position number:** | 50967016 |
| **Classification:** | Science C |
| **Salary range:** | $113,022 - $136,747 plus superannuation |
| **Employment type:** | Ongoing |
| **Group:** | Resources Victoria |
| **Division & Branch:** | Geological Survey of Victoria |
| **Work location:** | 8 Nicholson Street, Melbourne  Hybrid work arrangement available: Yes  No |
| **Reports to:** | Melanie Phillips, Manager, Exploration Geoscience Information |
| **Direct reports:** | Yes  No If yes, how many? |
| **Further information:** | Melanie Phillips, Manager, Exploration Geoscience Information: 0407 034 089 |

Position purpose

The Senior Geoscientist, Tenements (SGT) is responsible for critically analysing geoscience information submitted to the Department by industry to ensure compliance with legislation and industry standards, and provides timely and authoritative advice to support regulatory decisions. In addition, the SGT develops and implements procedural guidelines related to the geoscientific aspects of regulation and proactively engages with stakeholders to improve regulatory outcomes.

Context

Resources Victoria’s mission is to facilitate informed and responsible earth resources exploration, development, extraction and rehabilitation in Victoria. This includes oversight of mining activities for critical minerals, gold and other metals, petroleum, coal, sand, rock and gravel.

Our priorities are to:

* Increase investment in Victoria’s earth resources, including new critical minerals.
* Build confidence in the performance of the earth resources sector in Victoria and its regulation.
* Secure the supply of quarry materials essential for new infrastructure.

We will deliver this by:

* Applying our specialist scientific and technical expertise to understand Victoria’s geology and create new opportunities for responsible investment.
* Delivering resources policy and legislative reform that enables responsible earth resources activities, from exploration through to rehabilitation.
* Facilitating earth resources projects in a timely and transparent way that safeguards public safety, human health, infrastructure and the environment.
* Working across government to enable investment, while supporting industry with expert advice and clear approvals processes.

Accountabilities

* Analyse complex geoscience exploration programmes and mineral resource reports using specialist expertise to provide authoritative, definitive and timely technical advice to support recommendations on the granting and renewal of licences, waivers and co-funding programs.
* Provide expert advice on the potential impacts of legislative, regulatory, or policy changes, and implement relevant changes that impact area of responsibility.
* Critically analyse complex geoscientific information submitted to the Department by industry, to identify and communicate new knowledge relating to activity and expenditure trends to inform data-driven decision-making and policy development.
* Develop and maintain effective working relationships by collaborating with and influencing internal and external stakeholders to develop standard operating procedures and workflows that continuously improve earth resource geoscience information quality and increase efficiency to support industry.
* Prepare briefings and responses to queries from the Minister, senior management, industry, other government agencies, and the general public, if required.
* To practice cultural safety by creating environments, relationships and systems free from racism and discrimination so that people can feel safe, valued and able to participate.

Key Selection Criteria

The key selection criteria specified below outline the capabilities required for the position.

**Specialist/Technical Expertise/Qualifications**

* A tertiary qualification in Geoscience is mandatory.
* Demonstrated experience conducting exploration programs using a wide range of modern exploration techniques, writing exploration activity reports and the synthesis and quality control of geoscience data for government submission.
* Strong knowledge of mineral resource and ore reserve reporting codes (i.e. JORC / NI43-101) and associated modifying factors.
* Detailed knowledge of the Australian Requirements for the Submission of Digital Exploration Data, and experience with the *Mineral Resources (Sustainable Development) Act (1990)* and the *Mineral Resources (Sustainable Development) (Mineral Industries) Regulations (2019)* or similar.
* Exceptional communication (complex written and verbal briefings), presentation, and relationship management skills, with an ability to convey highly technical, specialist and complex concepts to a wide range of stakeholders.
* Membership (including any internal accreditation, e.g. Registered Professional) of a professional organisation (e.g. AIG, AusIMM, SEG, ASEG, PESA, etc) would be advantageous.
* Knowledge of the geology of Victorian mineral deposits would be well regarded.

**Capabilities**

* **Data Literacy**: Considers data volume, variety, velocity, and veracity to establish data collection (e.g. data parameters, data structure) and analysis (e.g. analysis equations, data visualisation) approach; Derives value from data sets to enable immediate and/or future decision making (predictive). May have expertise in formulation basic data models or algorithms.
* **Critical Thinking and Problem Solving**: Takes into account wider business context within business unit when considering options to resolve issues. Identifies recurring problems and prevents future recurrence by integrating solutions into work process. Delivers tangible business outcomes as a result of critically evaluating problems from multiple perspectives and delivering effective solutions.
* **Stakeholder Management**: Identifies issues in common for one or more clients or stakeholders and uses them to build mutually beneficial partnerships; Identifies and responds to stakeholder’s underlying needs; Uses understanding of the stakeholder’s organisational context to ensure outcomes are achieved.
* **Resilience**: Keeps self and others calm when under pressure; Is decisive and charts course of actions enabling teams to resolve a challenging situation.

Position specific requirements

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| Financial Delegation Value | N/A |
| The occupational health and safety requirements of this position may include, but are not limited to: | * Sedentary desk work * Manual handling * Emergency response work |
| DEECA will conduct relevant checks about applicants and the information provided within an application. Checks will include but are not limited to: | A Declaration and Consent form consenting to DEECA contacting current and previous employer(s) to substantiate employment history, past conduct and performance is required.  A satisfactory National Police Check will be required (for all non-DEECA employees). |
| Employment terms and conditions | Are governed by the *Victorian Public Service Enterprise Agreement 2024* and the *Public Administration Act* *2004.*  Recipients of Victorian Public Service (VPS) voluntary departure packages should note that re-employment restrictions apply  Non-VPS applicants will be subject to a probation period of six months |
| Privacy | The department affirms that the collection and handling of applications and personal information will be consistent with the requirements of the Privacy and Data Protection Act 2014. |

About the Department

We employ approximately 6,300 staff, including around 600 seasonal staff, across more than 86 locations throughout Victoria, across energy, environment, climate action, water, agriculture, and resources portfolios.

Our challenge is to maintain Victoria’s liveability, with a population expected to almost double by 2050, while responding to climate change and protecting our natural environment, infrastructure and heritage for future generations. We take a community-centred approach and involve communities and key stakeholders in decisions and policies that affect them and we collaborate across our portfolios to design and deliver services and programs.

For further information about the department, please visit our website [www.deeca.vic.gov.au](http://www.deeca.vic.gov.au)

Our values

Our values align with the core [Public Sector values](https://careers.vic.gov.au/victorian-public-sector/public-sector-values-integrity) – responsiveness, integrity, impartiality, accountability, respect, leadership and human rights. Additionally, we use our Leadership Model to shape the way we work. Using the principles of ‘Work Together’, ‘Do What Matters’ and ‘Make a Difference’ we create a culture that puts our people at the centre of everything we do. The Leadership Model reminds us of what’s important in our daily interactions with each other, and in the actions and decisions we take to deliver our work.

Our Community Charter

We are committed to the Victorian Government Public Engagement Framework that enables meaningful and inclusive engagement to make better decisions and improve the lives of Victorians. Our Community Charter is our promise to be available, be involved and listen, and take action as we deliver services and create opportunities that supports thriving, productive, and sustainable communities, environments and industries.

Emergency Response and Health and Safety Requirements

The departmentplays a major role in Victoria’s emergency response activities, through an all-hazards, all-emergencies approach. Staff may be directly employed for these roles or may be called upon to support these activities as required following the appropriate training and “fit for work” assessment.

A Diverse, Inclusive and Flexible Workplace

DEECA welcomes applicants from a diverse range of backgrounds and we focus on the essential requirements of the job and being consistent and fair in our treatment of all applicants. Our diversity and inclusion outcome pillars:

1. We are connected to liveable, inclusive, sustainable communities  
2. We are diverse   
3. We are inclusive and flexible   
4. We are safe and respectful

DEECA can provide reasonable adjustments for people with a disability. If you need assistance to fully participate in the application or interview process, please use the contact listed under ‘Position Details’.

**Aboriginal Cultural Safety**

Cultural safety of Traditional Owners and Aboriginal Victorians, as an underpinning principle of self-determination, is embedded in everything we do. Under the Aboriginal Cultural Safety Framework DEECA is committed to creating a culturally safe workplace, where there is space for culture to live and for spiritual and belief systems to exist. For further information, please contact [self.determination@deeca.vic.gov.au](mailto:self.determination@deeca.vic.gov.au).

**Balancing your Life / Hybrid Working**

We understand that a balanced life is important to our employees and we offer a wide range of flexible options to help you manage family, health, carer responsibilities, study, career or personal interests. Options may include working some days from home or other suitable locations, starting early or late, working part time, job share or accessing paid or unpaid leave in line with our flexible working policy.

To receive this information in an accessible format (such as large print or audio) please call the Customer Service Centre: 136 186, TTY: 133 677, or email [customer.service@deeca.vic.gov.au](mailto:customer.service@deeca.vic.gov.au)