



Vegetation Supervisor Position Description

Location	10 Chelmer Street, Oamaru.
Reports to	Vegetation and Electrical Services Manager.
Direct reports	Arborists, including Trainees.
Who we are	<p>Based in the vibrant coastal town of Oamaru, Network Waitaki is an electricity distribution and energy services business that powers our local economy.</p> <p>Our core business is bringing electricity from the national grid to over 13,000 connected customers in North Otago and parts of South Canterbury, providing innovative energy solutions to our customers.</p> <p>We also have a growing Contracting business which provides electricity distribution network construction and maintenance services across New Zealand.</p>
Purpose of position	<p>To lead, communicate and coordinate the team of Arborists in a way that achieves the highest level of health and safety, customer service, legal compliance, maximises productivity and efficiency, and meets required technical and quality standards.</p> <p>To undertake a wide range of vegetation maintenance activities on and around the network and customer lines.</p> <p>To undertake vegetation fault work (including after-hours) as required.</p> <p>To assist with planning and organising of work in conjunction with the Vegetation Liaison and Operations Coordinators.</p> <p>Due to the 24/7 nature of our operation, the Vegetation Supervisor will be requested to be available for after hours and emergency situations as part of their role. On occasion, as part of your duties you may be required to work outside the North Otago region, and this may involve working away from home for short periods of time.</p> <p>To actively contribute to and support the training, development and competency assessments of training Utility Arborists.</p>

Key Accountabilities

1. Health and safety

- Provide effective safety leadership to the team, ensuring compliance with agreed health and safety processes and procedures, identifying hazards and controlling risk to ensure everyone goes home safely each day.
- Actively identify and control all risks which could cause serious harm.
- Ensure that all members of your team adhere to company policies and procedures.
- Identify, report and assist to eliminate hazards in your workplace.
- Ensure compliance with agreed health and safety processes and procedures.
- Ensure all actions do not present risk to yourself, your team, the public or your equipment and plant.

2. People and Team Leadership

- Providing modern leadership and guidance to the team to ensure alignment with company objectives, maintain productivity and the efficient achievement of those objectives.
- Contribute positively to Network Waitaki culture and share successes, learnings, and innovations within the Network Waitaki team which, as a result, delivers superior performance.
- Remain current with trends and best practice relating to vegetation maintenance activities, share and utilise this.
- Model expected behaviours to all colleagues, customers, and other stakeholders.
- Work in a manner that reflects a clear alignment with the values and expectations of Network Waitaki.
- Develop the skills and the abilities of the team through effective coaching, mentoring and training.
- Support, communicate and work collaboratively with the Vegetation Liaison.
- Take ownership of issues – see it, own it, sort it.

3. Work Planning and Management

- Work with the Vegetation Liaison to ensure the planning of work activities ensures the effective utilisation of people, plant and resources
 - Ensure effective management of delegated tasks to meet time, cost and quality expectations, and ensure any deviations are appropriately reported
 - Actively manage your crew during down time and wet days to maximise productivity during these events.
 - Ensure vehicles and equipment are kept safe, operational, with minimal damage, and in accordance with the Motor Vehicle Policy.
 - Ensure that any defect or maintenance requirements are reported immediately.
 - Complete routine and ad-hoc reporting on vegetation management activities and programme progress.
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4. Vegetation Management

- Undertake vegetation trimming and felling activities to ensure compliance with the *Electricity (Hazards from Trees) Regulations 2003*.
- Undertake site clean-up, removal of debris and/or chipping of trimmings as per agreement with the Vegetation Liaison.
- Coordinate with Network Control for safe access to, and work around, the network for live and de-energised vegetation management activities
- Contribute to the development and improvement of vegetation best practice, standards, procedures, guidelines and work methodologies to ensure continuous improvement and accuracy.
- Regularly refer to the vegetation best practice, standards, procedures, guidelines and work methodologies to ensure compliance.
- Provide feedback, completed work packs and accurate records to the Vegetation Liaison upon completion of each job.
- Actively identify non-compliant vegetation growth around the network as part of routine activities and contribute to developing a long-term schedule of upcoming planned vegetation activities.

5. Quality

- Ensure all work completed is in accordance with agreed standards and plans and meets good industry practice.
- Have pride in workmanship to ensure the best outcomes for Network Waitaki and tree owners, and to ensure network safety and reliability from vegetation management activities.
- Provide feedback on standards, procedures and equipment to ensure continuous improvement.
- Participate in reviews of completed work to ensure compliance and close out of outstanding issues.

Key Performance Indicators

- Demonstrable leadership of team safety, wellbeing and productivity
 - No injuries or harm to you or your team arising from your work and activities
 - No lost time or productivity due to planning or organisational issues within your scope of influence
 - All work is completed on time and to specification, with no rework required
 - Demonstrated contribution to a positive, collaborative work culture which aligns with Network Waitaki's values.
 - Exceptional customer service provided with no negative feedback received
 - All required records and processes are completed within required timeframes
 - Steady decline in required 1st cuts.
 - Steady increase in 2nd and/or customer paid cuts.
 - Steady increase in private work.
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Preferred Attributes

Qualifications	<p>Full NZ Driver's License Class 2 required</p> <p>Relevant arborist qualification (Level 4 Certificate in Arboriculture and/or assessed equivalent)</p> <p>Competent and Close Worker NZQA Unit Standards</p>
Experience	<ul style="list-style-type: none"> • 5+ years' experience as an arborist, including EWP operation and climbing experience • Good knowledge of vegetation maintenance requirements around overhead distribution systems up to and including 33kV. • Excellent verbal communication and interpersonal skills. • High standard of written communications. • Good working knowledge of the <i>Electricity (Hazards from Trees) Regulations 2003</i>. • Familiar with common software applications (e.g. Outlook, Word, Excel) and mobile technology. • Previous leadership or supervisory experience.
Fitness for Work	<p>Arborists need to be able bodied and physically fit to complete their duties safely, including compliance with our Drug and Alcohol policy.</p> <p>A regular medical examination will be required for some positions.</p>

Our Values	 <p>The image displays four circular icons arranged in a 2x2 grid, each containing a company value. The top-left icon is dark grey with the text 'WE ARE ONE TEAM'. The top-right icon is blue with the text 'WE CARE ABOUT OUR PEOPLE'. The bottom-left icon is orange with the text 'WE LOVE OUR REGION'. The bottom-right icon is green with the text 'WE ARE FUTURE THINKING'.</p>
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Relationships

Most Frequent Contacts	Nature or Purpose of Contact
Vegetation and Electrical Services Manager	Leadership, direction and guidance
Vegetation Liaison	Communication and co-operation
Arborists	Provide leadership, communication, direction and guidance
Contracting Manager	Leadership, direction and guidance
Contracting team	Provide and receive support and guidance
Subcontractors	Communication, engagement and compliance monitoring
Customers	Communication and engagement
Members of the public	Communication and consideration
