

Position Description

Snobs Creek Fish Production and Stocking Advisory Board

Expressions of interest are sought for 4 positions as members of the Snobs Creek Fish Production and Stocking Advisory Board (the Advisory Board). The Victorian Fisheries Authority (VFA) Snobs Creek Hatchery has produced and grown fish for recreational fisheries and conservation stockings for more than 60 years. The hatchery produces and grows salmonid and native fish and is responsible for their liberation.

The role of the Advisory Board is to provide advice to the CEO of the Victorian Fisheries Authority on the operations of the Snobs Creek Hatchery, taking account of the Advisory Board's Terms of Reference, any strategic plans, government policies, existing commitments, and any direction from the Victorian Fisheries Authority.

The Advisory Board's role is to identify and assess strategic opportunities to monitor and improve the effectiveness and efficiency of fish production and stocking operations into the future. The Advisory board also have a clear focus on identifying funding opportunities, including assisting with the development of business cases for funding from a variety of sources including Recreational Fishing Licence (RFL) grant bids.

Vacancy Details

Position Title:	Snobs Creek Fish Production and Stocking Advisory Board
Work Location:	Snobs Creek
Board Classification:	Group C Organisation 3 (b)
Remuneration:	The Chairperson and members (excluding Ex Officio Members) may be eligible to receive appropriate sitting fees within the range paid for a Group C Organisation 3 (b) as described in the Appointment and Remuneration Guidelines. The rate of remuneration will be fixed by the Minister in the Instrument of Appointment.
Tenure:	Up to 3 years
Positions Available:	4
Further Information:	Brian Mottram
Phone:	0419 309792

About the Victorian Fisheries Authority

Victorian Fisheries Authority

The VFA has been established to facilitate the effective management of Victoria's fisheries resources and has around 160 employees located in the Melbourne CBD, metropolitan Melbourne and across regional Victoria.

Recreational Fishing Improvements Group

This group is responsible for implementing projects to improve recreational fishing opportunities across Victoria. The group reports directly to the Chief Executive Officer, Victorian Fisheries Authority. The group is made up of a combination of senior managers who manage Target One Million deliverables, Fish Production and Stocking, Events, Communications and the Recreational Fishing Licence Grant Program (RFLGP).

The Boards Key Accountabilities

1. Overseeing the implementation and periodic review of a strategic plan for the hatchery. The strategic plan is a living document that can be amended as required.
2. Monitoring strategic plan outputs, outcomes, performance and efficiency against agreed milestones and performance indicators at each Advisory Board meeting.
3. Advising on the preparation of proposals and bids for capital investment.
4. Providing strategic advice on the fish production and stocking program.
5. Monitoring of hatchery risk management. Whilst risk management is a core responsibility of the Victorian Fisheries Authority, the Advisory Board can consider and advise on relevant risk management plans and actions to mitigate those risks. Risk in this context includes both operational risks, and fish production and stocking risks. Risk management is conducted in accordance with VFA Risk Management – Policies and Guidelines.
6. Endorse and facilitate communication with stakeholders. An important role for the Advisory Board is to ensure effective communication strategies are in place to ensure transparency around the hatchery and its production and stocking activities. Members are required to observe confidentiality provisions.
7. Endorse and provide strategic input into the VFA Snobs Creek annual report released by the CEO, Victorian Fisheries Authority. The annual report is to be structured in line with the strategic plan and report against key performance indicators and milestones.

Key Selection Criteria

1. Practical knowledge, skills and experience in one or more of Victoria's inland recreational fisheries, or hatchery operations.
2. Demonstrated capacity, experience and willingness to undertake two-way communication with a broad range of recreational fishing stakeholders.
3. Understanding of general management practices, such as business planning, risk management, financial accountability, public reporting and ethics.
4. A working understanding of Victoria's fisheries legislation.

How to Apply

Applications including a resume and statement addressing the Key Selection Criteria are to be submitted by e-mail directed to Lachlan Jones at Lachlan.Jones@vfa.vic.gov.au. All documents are to be attached as a Microsoft Office Word document or PDF. All Board members must be Victorian residents at the time of submission of their expression of interest and through the term of their appointment to the Board. A person can only nominate themselves for membership of the Board. Applications close 11 December 2020.

The Victorian Government is committed to ensuring that government boards and committees reflect the rich diversity of the Victorian community. We encourage applications from people of all ages, Aboriginal people, people with disability, people from culturally and linguistically diverse backgrounds and from lesbian, gay, bisexual, trans, gender diverse and intersex people. We encourage applications from people with disability and will provide adjustments to the recruitment process upon request.

If you are a candidate who is deaf or hard of hearing please use the National Relay Service 133 677 or email Lachlan Jones on Lachlan.Jones@vfa.vic.gov.au about other communication options you may require.