

# Graduate – Freshwater Fish Ecologist



## Role description

|                              |                                                                                                                                 |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Job title                    | Graduate Freshwater Fish Ecologist                                                                                              |
| Directorate                  | Science, Policy & Information                                                                                                   |
| Reports to                   | Team Leader – Ecology, SPI                                                                                                      |
| Responsible for [# of staff] | Nil                                                                                                                             |
| Job purpose                  | To support the Environmental Monitoring section to undertake stream fisheries surveys for the directorate and the organisation. |
| Direct reports               | Nil                                                                                                                             |
| Date                         | July 2026                                                                                                                       |

## Organisation Context

### Directorate

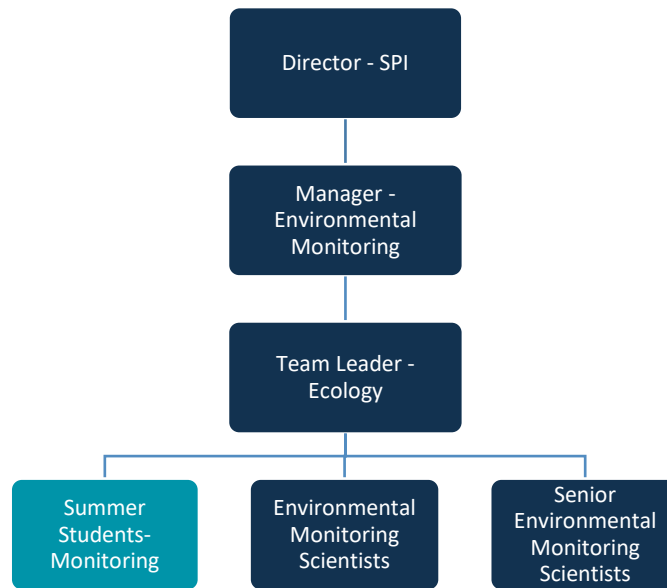
#### Science, Policy & Information

This directorate supports WRC’s mission by leading the preparation, monitoring & reviewing of strategies & policies for the Waikato region. The directorates work is based on high quality science & information that informs robust strategic thinking and proactive policy advice to decision makers & stakeholders.

### Te Tiriti

Our purpose is *Working together for a Waikato region that has a healthy environment, strong economy and vibrant communities*. We do this in partnership with tangata whenua in our region, and all roles at Waikato Regional Council have a contribution to make to how we uphold our Te Tiriti o Waitangi responsibilities.

## Org Chart



## Key Result Areas

| Job holder is responsible for                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Job holder is successful when                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Own area of work</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <ul style="list-style-type: none"> <li>Undertake freshwater fish ecological surveys following established procedures.</li> <li>Collecting scientifically defensible data.</li> <li>Maintain field equipment.</li> <li>Implement and promote best practices, qualifications, guidelines and standards that support Council's priorities.</li> <li>Collaborate with other teams and help where needed.</li> </ul> <p><b>Data management</b></p> <ul style="list-style-type: none"> <li>Create and save work-related information and data into the appropriate corporate systems.</li> </ul> | <ul style="list-style-type: none"> <li>Investigations are carried out ahead of time to provide the required information and data when needed.</li> <li>Data is collected and processed to council standards.</li> <li>Site visits are organised and well-planned.</li> <li>They are able to use all available technologies and techniques competently.</li> <li>They understand what their data is used for.</li> <li>Data is downloaded, entered, QA and uploaded to the correct databases within a timely manner.</li> <li>Field sheets and data are stored and archived correctly.</li> <li>Processes are well documented.</li> </ul> |

| Corporate citizenship                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Ensure compliance with all legal and statutory requirements and WRC policies.</li> <li>• Actively demonstrating excellent customer service in support of Council's customer engagement strategy and customer promise.</li> <li>• Ensure appropriate risk management.</li> </ul> | <ul style="list-style-type: none"> <li>• No significant noncompliance events; audits indicate a high level of knowledge of Council policies.</li> <li>• Council's customer centric organisational culture is understood and supported.</li> <li>• Customer service (internal / external) is respectful, professional, helpful, accessible, transparent and consistent.</li> <li>• Timely and accurate communication is provided to all customers.</li> <li>• Risks are identified and mitigation plans are in place.</li> </ul>                |
| Health and safety                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <ul style="list-style-type: none"> <li>• Contributing to and participating in a positive health and safety culture.</li> </ul>                                                                                                                                                                                           | <ul style="list-style-type: none"> <li>• All work environments are safe; work is undertaken safely and effectively.</li> <li>• H &amp; S policies / procedures followed.</li> <li>• Personal protective equipment worn as necessary.</li> <li>• Hazards are reported and recorded; active participation in the hazard management review process.</li> <li>• Work related incidents / near miss events reported and recorded promptly.</li> <li>• Actively participate in and co-operate with H&amp;S activities and investigations.</li> </ul> |
| Te Tiriti o Waitangi and partnerships with tangata whenua                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <ul style="list-style-type: none"> <li>• Contribute to the council's Te Tiriti o Waitangi legislative responsibilities, including upholding Treaty settlements in the Waikato region.</li> </ul>                                                                                                                         | <ul style="list-style-type: none"> <li>• Work has a targeted consideration of Te Tiriti o Waitangi and settlement commitments in the Waikato as part of planning and delivery.</li> </ul>                                                                                                                                                                                                                                                                                                                                                      |
| <ul style="list-style-type: none"> <li>• The job holder may also be required to perform any other reasonable tasks as required to support the team and achieve organisational goals.</li> </ul>                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |

## Accountabilities and Delegations

Financial and statutory delegations will be exercised appropriately and within the defined parameters in the [Delegations Manual](#).

|                                |     |
|--------------------------------|-----|
| <b>Operational delegation</b>  | Nil |
| <b>Capital delegation:</b>     | Nil |
| <b>Statutory delegations:</b>  | Nil |
| <b>Management delegations:</b> | Nil |

## Work Complexity

**Most challenging duties typically undertaken or most complex problems solved:**

- Collecting accurate data
- Able to work on uneven ground, slippery surfaces and riverbanks safely
- Processing data in a timely fashion
- Problem solving while in the field to enable data collection
- Interactions with public
- Physical fitness to access sites
- Maintaining documentation and procedures
- Teamwork

## Person Specification

*This section is designed to capture the expertise required for the role at the 100% fully effective level (this does not necessarily reflect what the current jobholder has). This may be a combination of knowledge / experience, qualifications or equivalent level of learning through experience or key skills, attributes or job specific competencies. Examples are given below.*

### Qualifications (or equivalent level of learning)

| Essential                                                                                                                                                                                       | Desirable                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>• Working toward or completed of a degree in natural, physical or environmental sciences or related discipline.</li><li>• Full drivers licence.</li></ul> | <ul style="list-style-type: none"><li>• Experience in undertaking freshwater ecological surveys and organising fieldwork.</li><li>• Existing 4WD certification.</li><li>• Existing First Aid certification.</li></ul> |

### Knowledge / Experience

| Essential                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Desirable                                                                                                                                                     |
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| <ul style="list-style-type: none"><li>• Excellent communication skills – written and verbal.</li><li>• Proven success at building relationships and resolving issues with internal and external stakeholders.</li><li>• Ability to deliver in a difficult physical working environment with a high level of time pressure.</li><li>• Strong skills in data processing.</li><li>• Competent around water, e.g. rivers, lakes and beaches</li><li>• Physically fit: able to work full days in challenging field work.</li><li>• Be able to stay away overnight for work from time to time.</li><li>• Eye for detail – high degree of accuracy when undertaking tasks</li><li>• High level of computer skills including Microsoft products</li></ul> | <ul style="list-style-type: none"><li>• Previous experience undertaking freshwater ecological surveys.</li><li>• An interest in freshwater ecology.</li></ul> |

## Work Function/Activity

| Work Function                                                                                                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Driving (frequent)</b><br>Regular need to drive a vehicle for work purposes. Significant distances travelled.                                                                                                                                                                                  |
| <b>Outdoor work (heavy)</b><br>Regularly works outdoors in all weathers. Protective clothing required. Moderate to heavy physical exertion, including lifting and carrying.<br>NB: A pre-employment medical check would be required.                                                              |
| <b>Mental activities</b><br>Include a high level of cognitive functioning with communication, interpersonal, administration, interviewing, assessment, information gathering, evaluation, negotiation, planning, report writing, organisational problem solving and decision-making capabilities. |

## Competencies

| Core Competencies                                                                                                                                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Collaborates - Te mahi tahi</b><br>Building partnerships and working collaboratively with others to meet shared objectives.<br>Te mahi tahi kia tutuki ai ngā whāinga                                              |
| <b>Customer focus - Te tirohanga kiritaki</b><br>Building strong customer relationships and delivering customer-centric solutions.<br>Te whakakaha i ngā hononga ki ngā kiritaki me te whakaea i ngā hiahia kiritaki. |
| <b>Drives Results - Te ū tonu kia eke rā anō</b><br>Consistently achieving results, even under tough circumstances.<br>Te ū tonu, ahakoa te taumahatanga o ngā mahi.                                                  |

|                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Communicates effectively</b></p> <p>Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences.</p> |
| <p><b>Decision quality</b></p> <p>Making good and timely decisions that keep the organisation moving forward.</p>                                                               |
| <p><b>Demonstrates self-awareness</b></p> <p>Using a combination of feedback and reflection to gain productive insight into personal strengths and weaknesses.</p>              |

## Key Relationships

### External

- Landowners
- Local Government agencies
- Peers in other local authorities and organisations
- Members of the public

### Internal

- Managers and staff

## Change to role description

*From time to time it may be necessary to consider changes in the role description in response to the changing nature of our work environment— including technological requirements or statutory changes. This role description may be reviewed as part of the preparation for performance planning for the annual performance cycle or as required. No significant changes to this role description will be made without consultation.*