

## Team Leader Environmental Health

### Position Description

<b>Directorate</b>	Community and Environmental Services	<b>Department</b>	Public Health and Permits
<b>Reports To</b>	Environmental Health Coordinator	<b>Direct Reports</b>	Yes
<b>Queensland Local Government Industry Award - State 2017 - Stream</b>	Stream A - Division 2, Section 1 - Administrative, clerical, technical, professional, community service, supervisory and managerial services	<b>City of Moreton Bay Certified Agreement 2025 EBA6 Wage Level</b>	Schedule 1, Level 6

### Position Purpose

Lead and supervise a team responsible for delivery of Environmental Health licensing and investigations programs to meet community needs and achieve positive customer outcomes.

### Key Responsibilities and Outcomes

As a Team Leader Environmental Health you will:

- Lead and supervise a team of Environmental Health Officers in undertaking food safety and environmental health auditing, licensing, investigations and enforcement.
- Provide technical leadership to a team responsible for complex investigations under a diverse suite of legislative requirements.
- Act as the principal lead in the resolution of a range of escalated customer issues to drive quality service delivery outcomes, providing expert advice and exercising judgement and initiative, reporting back on customer outcomes and service enhancement opportunities.
- Allocate and monitor workloads of the Environmental Health team and assist with developing the capacity of staff within the team.
- Develop a range of internal governance documents which support the effective delivery of a range of Environmental Health functions.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.

### Our Values

Our values shape the way we behave, how we interact with each other and our customers. They underpin our decision making and are our guiding principles for how we work every day. As a Leader of People you will take accountability for demonstrating the values expectations and behaviours and enable your team members to do the same.

**SERVICE**
**TEAMWORK**
**INTEGRITY**
**RESPECT**
**SUSTAINABILITY**

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Decision Making	
Budget	N/A
Delegations	Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience
<ul style="list-style-type: none"><li>• Well-developed and proven ability to lead and supervise the delivery of statutory licensing and enforcement programs.</li><li>• Demonstrated specialist skills in the interpretation and application of legislation/industry standards relating to Environmental Health, and ability to contribute to the development of internal governance documents.</li><li>• Well-developed people and relationship management skills with the ability to coach and mentor staff to achieve positive team and community outcomes.</li><li>• Considerable experience in engaging with internal and external stakeholders in response to identified Environmental Health issues to resolve complex matters in a regulatory setting</li><li>• Ability to manage and driving high team performance through a range of workforce management practices.</li></ul>

Qualifications
<ul style="list-style-type: none"><li>• Bachelor of Health Science, Environmental Health and/or equivalent qualifications.</li><li>• Current "C" Class Driver's Licence.</li></ul>

*Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.*