



Branch Head, Compliance and Enforcement

Job Reference	2025/1892
Classification	Senior Executive Service Band 1
Division	Environmental Permitting and Compliance
Branch	Compliance and Enforcement Branch
Location	Various
Employment status	Ongoing
Hours	Full Time
Office arrangement	Flexible working arrangements will be considered based on operational requirements
Security clearance	Negative Vetting Level 1
Contact	Tricia Searson or Lauren Searson-Patrick - Executive Intelligence Group

Job overview

Who we are

The Department of Climate Change, Energy, the Environment and Water (DCCEEW) is responsible for protecting Australia's environment, heritage and water resources and for the delivery of the Government's climate change and energy agenda. Maintaining a healthy environment, protecting our cultural heritage and ensuring the successful transition of our energy systems to a renewable future, underpins the future of our community and the success of Australia's economy in the coming decades.

The Compliance and Enforcement Branch provides a centralised compliance and enforcement capability for environment regulation. The branch works closely with internal permitting and licencing areas, with business, industry, government and community to understand and improve compliance with national environmental laws. The branch focusses on serious non-compliance with a range of legislation relating to protection of threatened plants, animals and ecosystems, wildlife trade, hazardous waste, air quality,

cultural heritage and monitoring and compliance of projects approved under the *Environment Protection and Biodiversity Conservation Act (Cth) 1999*.

The branch includes an intelligence team that identifies and responds to organised environmental crime in partnership with law enforcement and intelligence agencies and a dedicated criminal investigation team tasked with proactively monitoring and targeting high risk environmental crime. The branch has an extensive program of field investigations leading to a range of compliance actions from targeted education, infringement notices, remediation orders, enforceable undertakings, civil and criminal proceedings.

The branch is committed to continuous improvement in the area of regulatory practice and regularly reviews its operational effectiveness, to make better use of data, intelligence and information technology to inform risk assessments, engaging with key stakeholders in setting clear expectations, investing in capabilities in our staff and using technology such as satellite imagery and drones to improve performance.

The branch plays a key role in advising on environment programs and policy to ensure the regulatory regime is integrated and takes a whole of system approach.

The Senior Executive Service is comprised of the Secretary, and seven Deputy Secretaries. As Branch Head, you will be reporting directly to a Division Head who reports to a Deputy Secretary. For more information about us please visit our [website](#).

The job

As Branch Head, your duties include:

- providing strategic leadership to a diverse range of compliance, enforcement, intelligence, audit and strategy teams dealing with often high profile and complex compliance matters to achieve good environmental outcomes
- building long term compliance and enforcement capability and delivering risk-based, intelligence lead compliance programs with a strong focus on collaboration and innovation
- providing a strong focus on workplace, health and safety to support teams engaged in complex operational activities, including executing warrants and attending remote locations and build branch morale to support high performance
- building strong stakeholder relationships across the department and with other Commonwealth and State agencies, industry and community groups.

What we are looking for

To be successful for this role you will need to meet the Senior Executive Service capability for the SES Band 1, and you will be able to demonstrate the following:

- Relevant technical skills – the successful applicant must be able to demonstrate substantial technical expertise in administering regulation and delivering risk based, intelligence led compliance programs.

- Outstanding leadership skills, a substantial record of achievement and a reputation for innovation and delivery of results.
- Ability to provide strategic leadership to support compliance and enforcement functions, including building capability and leveraging partner agencies.
- Ability to drive broad transformational change, both internal and external to the department.
- Excellent stakeholder relationship skills and experience in engaging with internal and external stakeholders at all levels to explore opportunities and solve complex problems.
- Demonstrated public service professionalism and probity.
- Relevant tertiary qualifications are desirable.

Eligibility and other requirements

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water, you must be an Australian citizen.

Security Clearance - this position requires a Negative Vetting Level 1 security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

RecruitAbility

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme your application will progress for further assessment if you declare you have a disability, choose to apply under the scheme, and meet the minimum requirements for the position (listed under What we are looking for). For more information about RecruitAbility see the [APSC website](#).

How to apply

Apply for this role by submitting your application through our [online recruitment system \(eRecruit\)](#) located at the Department of Climate Change, Energy, the Environment and Water (DCCEEW) People and Jobs.

Applications sent via email cannot be accepted.

Please note: Your email is our primary method of contacting you - please make sure the email address you provide us is correct, current and accessible.

We strongly recommend that you use **a personal email address** rather than your work email address to ensure you don't miss updates and invitations to participate in the assessment process. Please also regularly check your junk or spam folders.

Your application

Applicants are required to submit:

- A current CV/resume;

- Referee contact details (name, position, phone number and email) - one being your current (or most recent) supervisor; and the second being a professional referee.
- A statement of claims

The Australian Public Service Commission has produced an excellent guide to applying for jobs in the Australian Public Service. You can access this information at APSCs [Cracking the Code](#).

Statement of claims

Applicants are required to submit a current CV/resume and a statement of claims (**500 words maximum**) outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

The key areas, or points, listed above describe the particular skills, capabilities, knowledge, and experience and where applicable the qualifications required to achieve the desired outcomes for the role and your statement of claims against these is an essential part of the shortlisting process. If shortlisted, applicants may be asked to attend an interview to provide further examples against these key areas/points to demonstrate their ability to perform the duties of the position.

Assessment

As part of the assessment process, you may be asked to participate in an assessment activity. This may include:

- Interview (in-person or virtual)
- Work sample assessment
- Other assessment activity relevant to the position

If you believe you may require adjustments to participate in the assessment process, please ensure this is indicated in your application. A member of the selection panel will contact you to discuss the adjustments prior to the assessment process.

Closing Date

Applications close at **11:00 pm (AEST/AEDT) on 20 July 2025**

Contacts

If you have questions about this opportunity, please reach out to the contact officer, via:

- Email: Tricia Searson or Lauren Searson-Patrick
- Phone: (02) 6232 2200
- Email: admin@execintell.com.au

If you experience issues with your online application, please email the SES Unit: SES.Unit@dcceew.gov.au.