#### **Job Description Form**



# Senior Manager – Cross Sector Triage and Major Projects

Position Number: Classification:

101584 Specified Calling Level 5 Joondalup Portfolio:

Approvals

Reports to:

Director - Priority Approval, Level 9

Direct Reports:

4

# **Description**

Location:

The Senior Manager builds, leads, and manages a team of skilled professionals to case manage assessments and approvals for significant state projects under the state's Lead Agency Framework. The role provides timely updates and advice on key issues to ensure the transparency and visibility of the project status.

This role also leads and supports the Department to effectively contribute to the development and improvement of assessment processes and to streamline existing approval pathways.

### Responsibilities

*In context of above description, the role:* 

- Leads a team providing high level, professional scientific and technical oversight specifically related to state significant industrial developments.
- Delivers a case management service to proponents which aligns departmental approvals by providing a single point of contact for proponents and government stakeholders.
- Identifies issues that that might delay assessment and facilitates early engagement across government agencies.
- Engages with lead agencies, including the Department of Energy and Economic Development (DEED) and the Office of the Co-ordinator General in developing Cross Secor triage functionality within Government.
- Manages workload and prioritises meeting deadlines in line with departmental guidelines and developing a successful and productive branch that is innovative, collaborative and delivers sector and divisional outcomes.
- Liaises with the relevant departmental staff to apply expertise and knowledge of legislation, policy, and regulation in the context of the department's regulatory functions in relation to environmental assessments and compliance.
- Provides high quality policy, specialist and technical advice within the Priority Approvals directorate on issues relating to environmental impact assessment.
- Consults, collaborates, influences, negotiates and manages conflict with a diverse range of stakeholders to gain mutual commitment and achieve sustainable outcomes.
- Reviews processes and practices to foster an environment that mitigates risks, is integrity
  driven and encourages innovation and continuous improvement.
- Maintains data and reports on the timeliness of all assessments for their agency (significant projects) including recording proponent feedback and learnings.
- Maintains an awareness and understanding of emerging issues and trends related to the significant industrial developments at both the state and national level.
- Contributes to multi-agency working groups and represents the department on state and national committees as required.
- Undertakes additional duties as required within the skills and scope of the position capabilities and departmental needs.



## Our people, our leaders, our values

At DWER, every employee is a leader. To support this, we have established clear <u>Leadership</u> <u>Expectations</u>. For this role, you will be a <u>Leading Others</u>. Demonstrating the expected behaviours is crucial and aligned with the role's requirements.

Our culture is shaped by our <u>values</u>. All employees are expected to uphold equity, diversity and inclusion, work health and safety, and ethical principles in all aspects of their work. This includes demonstrating cultural responsiveness by valuing diverse perspectives and contributing to culturally safe, inclusive, and trusted services – particularly for Aboriginal people and communities.

We serve to make a difference | We build trust | We care | Open minds | Better together

### **Work Related Requirements**

Read these requirements in context of the above contents.

#### **Essential**

- 1. You possess a Bachelor of Science degree, or an approved equivalent tertiary qualification.
- 2. You have demonstrated experience working in the environmental management or renewable energy field with the ability to apply expertise and working knowledge of environmental legislation, policy, and regulation in the context of environmental impact assessment and approvals (you embody the spirit of public service).
- 3. You have experience leading teams to execute strategy in a dynamic operating environment utilising planning, prioritisation and managing resources to achieve required operational outcomes (you lead adaptively).
- 4. You can critically review and analyse technical information in the provision of professional advice and facilitation of risk-based solutions (you deliver on high leverage areas).
- 5. You have highly developed strategic relationship management skills with the proven ability to consult, collaborate, influence, negotiate and manage conflict with a diverse range of stakeholders to gain mutual commitment and achieve sustainable outcomes (you dynamically sense the environment).
- 6. You possess highly developed written and oral communication skills including the ability to explain complex concepts and analysis succinctly to target audience (you dynamically sense the environment).
- 7. You have highly developed conceptual and analytical skills with the ability to think through complexity, identify sustainable solutions and anticipate results of decision (you think through complexity).
- 8. You have significant knowledge of Western Australia's environmental regulatory frameworks that apply to the development of major projects (you deliver on high leverage areas).

#### **Desirable**

9. You have an awareness and understanding of emerging issues and trends related to climate action, renewable energy, first nations empowerment and /or environmental impact assessments at both the state and national level.

### **Special Requirements**

• The department will conduct a national police check before offering employment.