



## Principal Policy Officer

### Description

Position Number:	Multiple	Portfolio:	Approvals
Classification:	Level 7	Reports to:	Manager, EIA Strategic Advice
Location:	Joondalup	Direct Reports:	Nil

*This role is responsible for leading strategic policy initiative and programs relating to the development and implementation of policies, strategies and programs associated with the Environmental Protection Authority (EPA) environmental policy suite and functions of the EPA under the Environmental Policy Act 1986.*

*The role also provides detailed scientific advice to assist in the delivery of the Environmental Protection Authority's functions and high-level technical analysis of environmental trends to deliver the EPA's strategic plan.*

### Responsibilities

*In context of above description, the role:*

- Providing high level, professional scientific and technical advice to contribute to the development and implementation of policies, strategies, systems and processes to support the functions of the EPA.
- Providing high-level and scientific related high-level technical analysis of environmental information to support the delivery of the EPA's Strategic Plan
- Lead the development of Departmental and EPA policies and procedures through consideration and communication of environmental impact assessment requirements and implementation of relevant processes and procedures for environmental assessments
- Liaises and negotiates with government departments, non-government organizations, peak bodies, industry and the wider community on the development and implementation of environmental and natural resource management policies and strategies.
- Upholds equity, diversity and inclusion, work health and safety and ethical principles in all aspects of this role.
- Promotes and ensures a safe workplace, addressing both physical and psychosocial safety.
- Applies curiosity and performs other duties as required
- Demonstrates leadership behaviours and upholds our values in all actions.
- 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 [Leadership Expectations](#). For this role, you will be a [Personal Leader](#). Demonstrating the expected behaviours is crucial and aligned with the role's requirements.

Our culture is shaped by our [values](#). 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

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*Read these requirements in context of the above contents.*

1. You have significant experience managing projects to develop, implement, and evaluate policy, guidance, and strategies that support departmental and government objectives. You apply structured project management methodologies to deliver outcomes that contribute to policy reform and continuous improvement (*you deliver on high leverage areas*).
2. You have a demonstrated understanding of environmental related disciplines and/or environmental impact assessments at both state and national levels. You apply this knowledge to inform policy development and provide strategic advice in a complex and evolving regulatory environment (*you think through complexity*).
3. You have the ability to manage changing priorities and maintain focus on agreed outcomes, demonstrating flexibility and resilience in delivering results that align with key operational objectives and stakeholder expectations (*you lead adaptively*).
4. You have substantial experience in developing, implementing, and managing policy and procedures related to environmental disciplines, with a strong understanding of legislative frameworks. You apply your working knowledge of environmental legislation, policy, and regulation to guide decision-making and ensure compliance (*you embody the spirit of the public service*).
5. You have well-developed interpersonal and leadership skills, enabling you to manage conflict, liaise and negotiate effectively with technical experts, senior officers, and stakeholders in both the private and public sectors. You broker appropriate and sustainable outcomes through collaboration and engagement (*you dynamically sense the environment*).
6. You have highly developed written and oral communication skills, with the ability to communicate complex policy and regulatory information clearly to diverse audiences. You produce high-quality, publicly available documents within required timeframes, supporting transparency and informed stakeholder engagement (*you dynamically sense the environment*).

## Special Requirements

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- The department will conduct a national police check before offering employment.
- This position requires the ability for independent travel.