



## DEPUTY DIRECTOR GENERAL STRATEGY AND PERFORMANCE

|                  |           |                 |                          |
|------------------|-----------|-----------------|--------------------------|
| Position Number: | 101018    | Portfolio:      | Strategy and Performance |
| Classification:  | Class 3   | Reports to:     | Director General         |
| Location:        | Joondalup | Direct Reports: | 6                        |

### Operational context

The Strategy and Performance portfolio comprises the Organisational Performance, Strategy and Organisational Reform and Finance and Procurement Services directorates along with the Office of the Appeals Convenor. The portfolio leads the development of the department's multi-year business strategy in partnership with other portfolios and embeds our strategy in annual business plans that drive improvement.

### Role Specialisation

The Deputy Director General Strategy and Performance provide executive leadership for the Strategy and Performance portfolio. The role leads the creation of business systems, policies, processes and insights that help the department, and each portfolio prioritise, make better decisions and improve performance. This position reports to the Director General, is a member of the Corporate Executive and deputises for the Director General as required.

### Responsibilities

- Supports the Director General and provides high level strategic direction and leadership for the portfolio.
- As a member of the Corporate Executive, contributes to the ongoing strategic development and management of the department, ensuring the achievement and monitoring of the department's objectives and performance.
- Leads the development and implementation of integrated, contemporary and fit for purpose systems and processes that provide timely and accurate business information and insights (financial, people, workplace health and safety, customer experience, stakeholder management etc) in support of whole-of-department prioritisation, decision making and performance.
- Holds executive accountability for the governance, capability, resourcing and operational integrity of the environmental appeals system, supporting lawful, timely and defensible Ministerial decision-making while respecting the statutory independence of the Appeals Convenor.
- Provides high level advice to the Minister, Director General and Executive leadership group on portfolio related matters.
- Contributes to the development and implementation of corporate policies and procedures including the achievement of Equal Employment Opportunity and Diversity outcomes.
- Provides executive level oversight of the portfolio with clear accountability for the department's strategic intent.
- Ensures leadership, through example and staff development, to maximise staff wellbeing and career development
- Provides an environment for greater opportunities for innovation and continuous improvement, fosters collaboration across Government, and explores synergies with other agencies.
- Sets short-to-long term strategic and operational priorities and allocates leadership capability and resources across the portfolio, balancing risk, assurance and organisational capacity to achieve Government outcomes.



- Provides effective leadership within corporate policies and procedures, acts with integrity, and ensures staff demonstrate ethical behaviours aligned with the Department Code of Conduct.
- Takes reasonable care to protect your own safety and health at work, and that of others by co-operating with the safety and health policies and procedures of the department and complying with all applicable work health and safety laws.
- Contributes to or responsible for the achievement of corporate objectives through effective management by ensuring that stakeholders are dealt with in a professional and timely manner.
- Builds productive working relationships with community stakeholders to ensure effective community engagement, provide opportunities to input on policy and to facilitate agreement of mutually beneficial solutions.
- Drives the embedding of our responsibilities to First Nations people across all portfolio activities.
- Performs other roles/tasks as directed.

## Our people, our leaders, our values

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At DWER, we see every employee as a leader. This belief drives our success. To support this, we have established clear [Leadership Expectations](#). For this role, you will be an [Agency Leader](#) - Demonstrating the expected behaviours is crucial and aligned with the role's requirements.

Our culture is shaped by [values](#) created by our people. During the selection process, we will assess your ability to fulfil the role's responsibilities while upholding our values. We expect all employees to embody our values and showcase leadership in all aspects of their work.

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

## Work Related Requirements –

**Consider the following requirements in relation to the role description and responsibilities outlined above.**

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1. You adopt a department wide perspective to ensure the department is creating shared value and identify and build key strategic relationships and partnerships across the sector. (You lead collectively).
2. You take decisive action in the face of uncertainty and think logically about the short, medium- and long-term variables that could impact the department and the sector. (You think through complexity).
3. You understand the social and political nuances of the department and the sector and use this understanding to create and deliver future value. (You dynamically sense the environment).
4. You identify the strategic priorities that are essential for the department and the broader sector and navigate barriers to deliver on them, generating alternative pathways as necessary. (You deliver on high leverage areas).
5. You are committed to and communicate the importance of good corporate governance practices and conduct and are proactive in dealing with ethical and misconduct matters. (You embody the spirit of public service).
6. You focus on developing the capability of your staff, paying particular attention to coaching and mentoring senior leaders. (You build capability).

## Other Requirements

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- The department will conduct national police check before offering employment.