



Senior Implementation Officer

Position Number:	100756	Portfolio:	Strategy and Performance
Classification:	Level 6	Reports to:	Implementation Manager, L7
Location:	Joondalup	Direct Reports:	Nil

Description

The Senior Implementation Officer for the transformative Environment Online program contributes to a portfolio of projects to advance the program's implementation and adoption. The program offers a unified digital platform for water and environmental regulatory process activities. The role involves carrying out project initiatives that supports and optimises the implementation and adoption of Environment Online by internal and external stakeholders to ensure the program's overall impact and success.

Responsibilities

- Lead, support, or participate in cross-functional project teams, taking a proactive approach to the achievement of team objectives.
- Undertake and contribute to activities that inform the successful implementation and adoption of Environment Online and associated digital systems.
- Research and investigate issues and develop innovative solutions.
- Provide a range of high-quality business support material for internal and external users including operational procedure guides, process maps, web content, training artefacts and other required written documentation.
- Deliver training sessions that consider modern adult learning principles.
- Adopt agreed content management methodologies, principles, and templates.
- Maintain and effectively manage collaborative working relationships and effective communication networks with key stakeholders.
- Work cooperatively with other departmental staff to ensure collaboration and consultation on Environment Online.
- Actively participate in a high performing work environment and culture that empowers, motivates, and develops staff.
- 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.

Our people, our leaders, our values

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 [a Personal 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.



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Work Related Requirements - Consider the following requirements in relation to the role description and responsibilities outlined above.

- You have extensive knowledge and experience in delivering business transformation projects within large, complex environments, working with cross-functional teams to achieve outcomes within set timeframes and budgets (*you lead collaboratively and deliver results*).
- You have strong analytical capabilities and have demonstrated the ability to generate innovative, evidence-based recommendations through qualitative and quantitative research aligned with strategic goals (*you think critically and drive improvement*).
- You have excellent interpersonal skills and a proven ability to build and maintain trusted, productive relationships with a wide range of stakeholders (*you foster trust and lead through influence*).
- You communicate clearly and confidently in both written and verbal formats, presenting complex information effectively across varied settings, including training sessions, while remaining open to diverse perspectives (*you communicate with clarity and respect*).
- You have experience contributing to business transformation programs using Agile methodologies to deliver flexible and responsive solutions (*you adapt quickly and lead through change*).
- You hold or are working towards a relevant tertiary qualification.

Special Requirements

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