



Director Organisational Development and Wellbeing

Branch: Organisational Development and Wellbeing
Directorate: People and Culture
Position Number: 00025824
Classification: Level 8
Physical Location: Perth (William Street)
Award/Agreement: Public Service Award □ Public Sector CSA Agreement 2024

Our purpose: Empowering a thriving community

The Department of Transport and Major Infrastructure (DTMI) together with Main Roads WA and the Public Transport Authority forms the Transport Portfolio. DTMI seeks to connect people and places to keep Western Australia moving towards a safer, healthier, and more sustainable future.

Join us and work in a role where you can bring your best self to work and leave work having been seen and heard, and able to contribute meaningfully to the communities throughout Western Australia. DTMI promotes a diverse workforce and embraces a high standard of equal opportunity, health and safety, and ethical practice. DTMI is a values-based organisation committed to empowering a thriving community.



COLLABORATION

Working **together**, we get things done.



WELLBEING

Looking after **ourselves** and supporting **others**.



ADAPTABILITY

Always open to **possibilities**.



ACCOUNTABILITY

Taking ownership, we **deliver**.

Overview of the directorate

People and Culture partners with the business to design, develop and implement strategies to attract, engage, and develop employees and build upon a thriving organisational culture.

We provide strategic advice, improve business practices, lead complex transformational projects and ensure compliance with relevant regulations and policies.

We focus our cultural transformation work on four key areas: accountability, collaboration, adaptability, and wellbeing.

We enable values driven leadership to leverage the talents and ambitions of our people to realise the Department's strategic priorities.

We provide the technology infrastructure to enable efficient and effective management of

people processes and payroll....

We work innovatively while honouring our unique history – those things we do well which will hold us in good stead for the future. We build the future, right now.

Overall purpose of the role

The Director Organisational Development and Wellbeing

- Leads the development of contemporary, forward focused and innovative organisational business strategies to ensure the Department has the culture and capability to meet current and future organisational goals.
- Provides leadership in the design, management and execution of organisational transformation, ensuring change initiatives deliver sustainable outcomes and workforce adaptability.
- Ensures strategic alignment of programs and initiatives with the Department's strategic plan, monitoring impact and driving integration across business areas.
- Sets the strategic direction for employee wellbeing and safety, championing a proactive Work Health and Safety culture and ensuring governance frameworks support employee resilience and organisational sustainability.

We recognise and nurture leadership in all contexts.

We consider all our people to be leaders, whether leading a team, a technical function or leading themselves. As such, we expect our people to adopt the expected behaviours and associated mindsets outlined in [Building Leadership Impact](#) and described fully in [Leadership Expectations](#).

The leadership context of this role is Multiple Area Leader. We provide opportunities to develop and mature your behaviours so you can have a greater leadership impact.

Work description

- Develops strategies, initiatives and execution plans that build organisational capability and culture to deliver DTMI strategic outcomes.
- Identifies the key influences (internal and external to DTMI) which will impact on the workforce now and in the future and ensures these are reflected in strategies and execution plans.
- Develops the Department's capacity and expertise to deliver and embed strategic change by being an active and visible mentor, advisor and coach to executive leaders.
- Provides and applies thought leadership and a knowledge of leading edge/contemporary learning strategies, tools, frameworks, technologies and solutions to lead the development of organisational capability to meet present and future workforce needs.

- Leads organisational change management ensuring a strategic approach, sustainable outcomes and a robust methodology.
- Leads organisational capability development ensuring a strategic approach and development of a Strategic Workforce plan, Capability Strategy and execution thereof. Focus on enabling performance for high performing teams and delivery of the Department's strategic plan.
- Leads the provision of Wellbeing and Work Health and Safety (WHS) functions, ensuring a strategic approach to the organisational Wellbeing Strategy, enabling a culture of safety, inclusion and wellbeing.
- Leads the provision of strategic workforce data and analysis to the executive and senior managers. Leads the use of this data and analysis to enhance decision making, review and challenge performance and forecasts. Highlights strategic implications, and suggests opportunities for continuous improvement.
- Establishes and leverages relationships within and outside the sector, with central bodies and cross jurisdictional counterparts to build an effective network to ensure ready access to contemporary people and business thinking.
- Provides effective leadership to the Organisational Development and Wellbeing team and across the Directorate, with an integrated approach and in a manner consistent with DTMI values.
- Represents the Department on forums, committees and working parties as required.
- Other duties as directed, depending on business requirements and consistent with incumbent skills.

Work related requirements

The following criteria are to be applied within the context of this position, which includes alignment to the Department's values.

Criteria

ESSENTIAL:

1. Significant experience leading and managing strategic change in a large, complex, multi-disciplinary organisation.
2. Ability to develop strategic partnerships with senior business leaders to identify the key business strategy and priorities which will impact on the workforce now and in the future, and direct, lead and deliver innovative and contemporary organisational change strategies, initiatives and plans to achieve key business outcomes.
3. Significant experience leading and managing teams, with the ability to foster a culture of high performance.
4. Highly developed analytical, conceptual and problem solving skills with the ability to anticipate issues and mitigate risks to achieve business results.
5. Demonstrated high level ability to work collaboratively across teams in developing and managing complex business strategy and processes to achieve business outcomes.
6. Demonstrated high level communication skills including the ability to build trust and influence organisational leaders

DESIRABLE:

1. A relevant tertiary qualification in human resource management or a related field.
2. Professional membership with the Australian HR Institute (AHRI) or other related association.

Reporting relationships

Managing Director, Band 2 Special Division Non CEOs



Executive Director People and Culture, Level 9



This Position



Manager Organisational Capability, Level 7, 1 FTE
Manager Organisational Change, Level 7, 1 FTE
Manager Work Health and Safety, Level 7, 1 FTE
Organisational Design Consultant, Level 7, 1 FTE
People Change Manager, Level 7, 3 FTE
Project Manager, Level 7, 1 FTE

Allowances/Special conditions

- A current national police clearance certificate incorporating criminal and traffic convictions and infringements is required for this position.
- Occasional travel within metropolitan and regional areas may be required.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

**Executive Director
People and Culture**