



## Senior Consultant – Alternate Water Supply Compliance

Infrastructure Operations

<b>Position number</b>	00047088
<b>Agreement</b>	<a href="#">Public Sector CSA Agreement 2024</a> or as replaced
<b>Classification</b>	Level 6
<b>Reports to</b>	Manager, Strategic Asset Services (Level 8)
<b>Direct reports</b>	Nil

### Context

The Infrastructure Division has responsibility for the planning and provision of facilities (land, buildings and equipment), which includes land planning, student enrolment forecasting and facilities planning, strategic asset management, capital works programs, maintenance and minor works programs and provision of facilities related services.

The Infrastructure Operations Directorate is responsible for development of strategic asset plans, policies and processes within an asset planning framework, long term land planning for schools and the management of the Department's land estate. The Directorate also provides services to schools on security and emergency management, environmental services, water management, statistical and demographic planning services, and property management.

The Strategic Asset Services Branch is part of the Infrastructure Operations Directorate.

Visit [education.wa.edu.au](http://education.wa.edu.au) to find out more information about the Department of Education.

### Key responsibilities

#### Specialist Services

- Undertake research which contributes to the development and implementation of a recycled water quality management strategy for Western Australian public schools.
- Investigate, assess and report on alternate water resources and quality compliance issues to ensure they are addressed in line with legislative requirements and Department of Health policy and protocols. This includes management and oversight of third party investigations which provide advice and support to schools.

- Develop and prepare reports, briefings and ministerial requests relating to water quality issues.
- Liaise, consult and negotiate with key stakeholders, including state, federal and local government agencies and represents the Department on committees and working parties as required.
- Provide advice and support to the Manager Strategic Asset and the Director, Asset Planning and Services.
- Provide information and advice to the Director General and Minister, and prepares Ministerial and Departmental correspondence as required.

### **Branch Support**

- Work in a team environment to ensure that issues are identified and assessed according to Departmental policy, criteria and protocols.
- Assist in ensuring compliance with the Branch and Division's policies, procedures and standards.
- Contribute to a work environment that is safe, fosters equity and diversity, enables the achievement of personal and EBS goals and facilitates accomplishment of designated roles and deliverables.
- Participate in performance management activities to ensure personal development and goals, as well as the organisation's business needs, are met.

### **Customer and Stakeholder Support and Liaison**

- Maintain a strong focus on customer service delivery and continuous improvement of services.
- Build alliances with stakeholders, interest groups and across EBS to enable development, acceptability and achievement of designated outcomes and to promote service capabilities.
- Develop and maintain effective communication links and working relationships within the Division and across the Department to ensure access to diverse specialist knowledge.

### **Selection criteria**

1. Demonstrated substantial understanding and experience in recycled and alternate water quality compliance and management.
2. Demonstrated highly developed written communication skills, including considerable experience in preparing quality reports and briefings.
3. Demonstrated highly developed interpersonal skills, including the ability to deal effectively with a wide range of individuals and organisations.
4. Demonstrated highly developed conceptual and analytical skills, including the ability to provide innovative input into the development and implementation of policies and procedures.
5. Demonstrated highly developed research and investigation skills.
6. Demonstrated highly developed organisational skills, including the ability to deliver agreed outcomes within specified timeframes.

### **Eligibility and training requirements**

Employees will be required to:

- consent to a Nationally Coordinated Criminal History Check and obtain a current Screening Clearance Number issued by the Department of Education's Screening Unit prior to commencement of employment
- complete the Department's induction program within 3 months of commencement
- complete any training specific to this role required by Departmental policy

- complete the Department's training in Accountable and Ethical Decision-Making within 6 months of appointment and every 3 years thereafter
- complete the Department's Aboriginal and Torres Strait Islander cultural awareness online course within 3 months of commencement.

### **Certification**

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

### **ENDORSED**

Date 26 February 2025

Reference D25/0228933