



Assistant Director

Classification	Level 8
Position number	00031859
Business unit	Strategic Policy and Evaluation
Directorate	Performance Monitoring Unit
Award and Agreement	Public Service Award 1992 and relevant Public Sector CSA Agreement

About us

The Department

The Department of Treasury and Finance (DTF) is at the centre of Government decision-making. As the principal economic and financial advisor, we provide leadership and strategic advice and influence to support the delivery of services and outcomes for the benefit of Western Australia.

What we do is integral to the Government's decision-making processes about where and how to spend taxpayer's money to ensure Western Australians have access to quality services on a financially sustainable basis.

We lead procurement and leverage our buying power to secure products and services for government, achieving value for money for WA.

We collect revenue to fund government services and administer payment of grants and subsidies to the WA community.

The Directorate

The [Performance Monitoring Unit \(PMU\)](#) leads the monitoring and review of key Government priorities, providing regular advice to Government on current and future investment and also drives the continuous improvement of monitoring and evaluation capacity across the public sector. The Aboriginal Affairs Coordination Unit forms part of the PMU in providing a central advisory role on issues impacting outcomes for Aboriginal people and communities, including Closing the Gap targets and Native Title.

The role

Key responsibilities

The **Assistant Director** is primarily responsible for:

- partners with key central and service delivery agencies, and our Aboriginal stakeholders, to provide solutions-focused advice to DTF Executive, the Treasurer, the Government's Expenditure Review Committee and Cabinet to support effective and value for money outcomes, with the aim of improving outcomes for Aboriginal people;
- leading a team of professionals in the central coordination of Aboriginal policy issues across the department, including the delivery of Western Australia's Aboriginal Expenditure Review; and
- driving the development and implementation of strategies, frameworks and reforms that impact Aboriginal people and communities.

Key duties

- Leads the development of high-level strategic advice to Government, Senior Executive and stakeholders on Aboriginal policy and native title including policy advice, financial analysis to support investment decisions, and the evaluation of risks to identify clear mitigation strategies.
 - Develops and maintains strategic partnerships with Aboriginal stakeholders including peak organisations, to inform reform work, project deliverables, and strategic advice
 - Initiates and maintains relationships with key stakeholders in relevant agencies to facilitate a whole of government approach to key Aboriginal policy and native title issues, proposals and project.
 - Leads the team to develop and implement projects, research and data analysis to support the Western Australian Government's response and implementation of the National Agreement on Closing the Gap and Native title compensation issues.
 - Leads the development of an empowering, inclusive and high-performing work environment that supports, motivates and develops diverse talent, fosters a respectful and positive culture, and drives innovation.
 - Contributes to a sustainable, productive work environment, including through succession planning, performance management, and team development and training in accordance with the department's people management policies and values.
 - Drives continuous improvement in cultural awareness across the department by building understanding on Closing the Gap Priority Reforms, native title policy and the Western Australian Aboriginal Empowerment Strategy.
 - Exhibits accountability, professional integrity and respect consistent with DTF's values, Code of Conduct and the Public Sector Code of Ethics.
 - Undertakes other duties as required.
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Key requirements

Core competencies

The five core capabilities below, part of the [Capability Framework](#), articulate the desired behaviours and skills required for successful performance in the role. Each capability is supported by a set of behavioural indicators. You will need to ensure that you consider and demonstrate the behavioural indicators relevant to the classification level and within the context of the role.

1. Shapes and manages strategy (Level 6 to 8)
2. Achieves results
3. Build productive relationships
4. Displays personal drive and integrity
5. Communicates and influences effectively

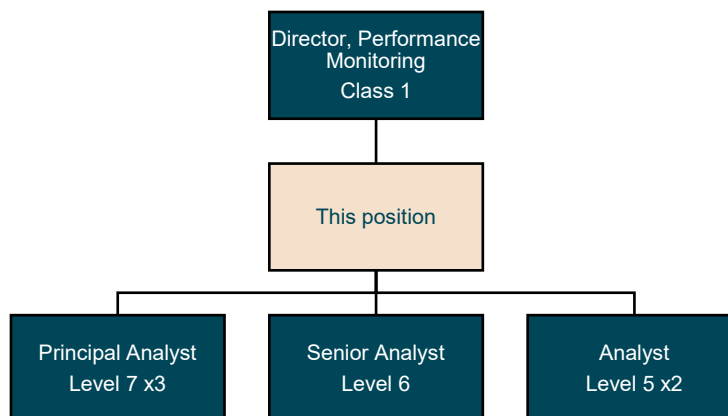
Essential role-specific requirements

1. Considerable experience in leading and coordinating the analysis of data and information to deliver solutions-focussed advice on complex issues.
2. Demonstrated ability to lead a high performing team.

Desirable role-specific requirements

1. Demonstrated experience in one or more of the following areas:
 - Aboriginal policy, service design and/or delivery;
 - Aboriginal stakeholder engagement and management; or
 - Native Title legislation and/or Indigenous Land Use Agreement development or implementation.

Reporting relationships



Certification

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

Assistant Director, People and Culture 7/04/2026