

JOB DESCRIPTION FORM

Position details

Position Title:	Director, Strategic Planning & Projects Delivery
Classification / Level:	Level 8
Award/ agreement:	PSGOCSAGA 2017
Position number:	34417001
Directorate:	Industry and Economic Development
Pillar:	Kimberley Development Office
Physical location:	Kununurra
Date of effect:	7 September 2018

Reporting relationships

This position reports to: 70180013, Executive Director, Level 9

Number of positions supervised: TBA

About Us

DPIRD is committed to creating enduring prosperity for Western Australians. We do this through three areas of focus:

Protect - to manage and provide for sustainable use of our natural resources, and to protect our brand and reputation as a reliable producer of premium, clean and safe food, products and services.

Grow - to enable the primary industries sector and regions to increase international competitiveness, grow in value and become a key pillar of the State's economy.

Innovate - to support a culture of innovation and adaptation across primary industries and regions to boost industry transformation, economic growth and employment.

Our values

- We are responsive
- We are resilient
- We focus on results
- We value relationships

Key Responsibilities

Consistent with the Commission's statutory responsibilities, strategic plan and Government's priorities, leads concept development, coordination and delivery of strategic regional projects.

Realises strategic opportunities and innovation in growth and development, in partnership with project proponents, Industry, Community and Government, to facilitate high value outcomes for the benefit of the Kimberley and the State.

Work description

Strategic Project development

- Leads in and advocates for strategic regional project development in the Kimberley.
- Facilitates collaboration and aligned thinking amongst Industry, Community and Government stakeholders.
- Manages key development risks and constraints and drives new funding arrangements for Kimberley strategic initiatives.
- Facilitates development of key economic, infrastructure, energy and investment projects that provide industry diversification opportunities.
- Enables and facilitates business-to-business and business-to-government connections to secure investment in strategic projects for the benefit of the Kimberley.
- Develops strategies and implements plans to leverage opportunities with commercial, government, and innovation partners, secures investment and manages investor relations.

Leadership and Management

- Assists the Chief Executive with the coordination of Ministerial and Board services including Ministerial advice and Board decision making processes.
- Participates as a proactive member of the KDC Corporate Executive.
- Contributes to Commission values, strategic planning and translates these into clearly articulated business initiatives with measurable regional development outcomes.
- Prioritises, allocates, aligns, mobilises and manages resources in accordance with business strategies to achieve desired outcomes.
- Aligns the efforts of and involves teams in setting realistic and challenging goals.

- Communicates a common purpose and direction and involves others in problem solving and decision making, creating a climate of co-operation, engagement, respect and trust.

Relationship Management

- Provides high level consultancy, facilitation and negotiation support to a wide range of stakeholders across government, industry, Aboriginal Corporations and non-government organisations.
- Tactically develops and maintains collaborative relationships with key stakeholders focussed on investment for the future development and prosperity of the Kimberley region.
- Represents the Commission as necessary.

Corporate Responsibilities

- Demonstrates a genuine commitment to, and models, Commission values and behaviours.
- Demonstrates and drives high order governance, efficient and effective use of financial and human resources.
- Meets all legislative and Public Sector requirements.
- Provides quality, high order advice to the Minister, Chief Executive and Board.
- Other duties as required.

Work related requirements

ESSENTIAL


1. Relevant tertiary qualification.
2. Working with multiple parties to plan and implement complex projects within strategic frameworks, involving both the private and government sectors.
3. Successfully developing strategies and implementing plans for stimulating business growth and investment attraction whilst ensuring strong corporate governance and risk management.
4. Demonstrated leadership and management experience.
5. Knowledge and experience in shaping and managing strategy.
6. Demonstrated experience building productive relationships, networks and effectively influencing outcomes, including the ability to negotiate at a senior level within the commercial sector and across government.
7. High order, effective verbal and written communication skills including presentation experience and the ability to write complex reports and business cases.
8. Highly developed conceptual, analytical and problem solving skills.

Note:

Consideration may be given to your alignment to the value sets and needs of our Department, workgroup, customer and community.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and requirements of this position, and have been approved by the delegated authority.

Signature:  Date: 14 9 18

Position Title: A / E.D. BD