

Position Description

Position Title: *Director Waste Avoidance and Resource Recovery* **Classification Level:** *Level 9*

Position Number: *3103783*

Reports to: *Executive Director Strategic Policy*

Directorate: *Strategic Policy*

Supervises: *2 FTE'S (direct)*

Division: *Waste Avoidance and Resource Recovery*

Location: *Perth, moving to Joondalup early 2019*

Role summary

The Director leads and manages the Waste Avoidance and Resource Recovery division, providing direction and ensures the development and delivery of an integrated waste and resource recovery program to achieve strategic outcomes and WA Government priorities and targets. The position leads major waste policy development, seeks to influence whole-of-government and national policy formulation, provides strategic policy advice and leads policy and program evaluation. Working collaboratively across government and key industry and stakeholder groups to develop strategic policies and major legislative or regulatory reforms and steward policies that align with the Department's objectives, and that are designed to meet Government objectives and policy directions. Critical to success, will be your ability to align your personal goals and passion with the values of the Department and motivate the team to do the same.

Responsible for

- Contributes to the Directorate's strategic planning, priority setting and resource allocation processes.
- Leads, manages and supports the Waste Avoidance and Resource Recovery division, provides direction and ensures the delivery of its policy, programs and resources to achieve department's objectives and government priorities and targets.
- Manages the effective and efficient operational, financial and workforce performance of the division.
- Builds, models and promotes an ethical and quality leadership culture that encourages innovation and collaboration.
- Motivates and develops the team to form a successful and productive team to deliver key outcomes.
- Ensures the activities of the Waste Avoidance and Resource Recovery division and its programs comply with government policies, legislative requirements and obligations and corporate governance.
- Provides high level, strategic advice to the Executive Director, Director General, Executive team, the Minister and the Waste Authority on waste policy, based on evidence and research.
- Leads and develops strategic waste policy to support the State Waste Strategy, and responds to Government's and Minister's policy directions, develops major legislative and regulatory reforms and designs regulatory reform proposals.
- Leads the development, implementation and review of programs that are responsive to the Department's and government strategies and objectives, and supports the implementation of regulatory and compliance activities.
- Leads the collection, analysis and evaluation of data to develop innovation approaches and solutions in support of strategic waste policies, programs and/or projects.
- Analyses complex environmental issues to develop innovative and strategic solutions which achieve effective environmental outcomes and contributes to the Department as a credible, transparent environmental regulator.
- Provides expert advice to the Director General and the Executive team regarding current and emerging policy issues that will impact on or influence regulatory practice and environmental regulation across the state.
- Leads the development of policies, programs and projects including scoping, planning, resourcing, stakeholder consultation and milestone reporting, within timeframes and budgets.
- Leads the review and performance evaluations of policies, programs and systems to ensure the effectiveness of policy initiatives and programs.
- Develops and maintains cooperative, productive working relationships with key industry and environment stakeholders to build support for the department's approach to waste management and regulatory practice.

- Collaborates and negotiates with stakeholders across the department, sector, industry, peak bodies and the community to foster cross-sector approaches, develop and deliver solutions for complex modern waste management and resource actions and contribute to legislative reforms and opportunities to improve policy.
- Represents the Department on external committees, working groups and forums and ensures the Department's interests are effectively represented.

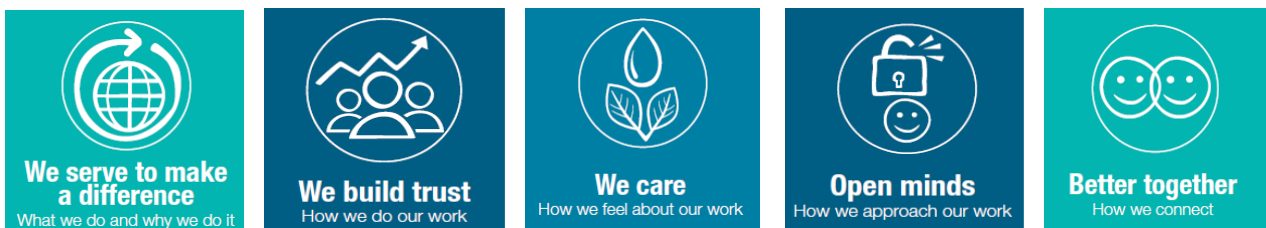
Work related requirements

To be read in the context of the preceding sections of this document.

Essential

1. **Shapes and Manages Strategy** - Develops the strategic direction for the business unit and creates a shared sense of purpose. Understands organisations direction and role within government, society and whole of government agenda. Considers multiple perspectives. Applies intellect and knowledge to weigh up complex information and identify critical factors and issues, considers opportunities and identifies innovative solutions.
2. **Achieves Results** – Drives a culture of achievement and strives for quality. Defines high level objectives and supports translation into implementation strategies Ensures compliance with regulatory requirements and deploys resources astutely. Puts systems in place to establish and measure accountabilities.
3. **Builds Productive Relationships** – Builds and sustains relationships across the organisation, the Ministers Office, the sector and diverse external stakeholders. Shows a commitment to client service. Works collaboratively and facilitates cooperation within and between organisations.
4. **Exemplifies Personal Integrity and Self-Awareness** – Adheres to and promotes the values of the department and public sector and the code of conduct and acts with integrity and professionalism. Demonstrates personal drive, focus and energy and galvanises others to act.
5. **Communicates and Influences Effectively** – Communicates complex information in a clear, concise and articulate manner. Presents a convincing and balanced rationale. Seeks to understand the views of stakeholders and gain.

Our Values



Our values underpin everything we do, they guide the way we conduct our work, how we engage with each other and deliver services to our customers. The ability to demonstrate how you will apply our values is important to us.

Special Equipment/Requirements

Nil

Position Certification

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

SIGNATURE

EXECUTIVE DIRECTOR

DATE