



Department of
Water and Environmental
Regulation

Position Description

Position Title: Senior Policy Officer

Classification Level: 6

Position Number: 3033839

Reports to: Manager Policy, Level 7

Directorate / Division: Strategic Policy

Supervises: Nil.

Branch / Section: Waste Avoidance and Resource Recovery

Location: Joondalup

Role summary

The Senior Policy Officer provides support and assistance to the Waste Authority, the Minister and the Department in relation to waste policy.

This role develops and implements policies to support the Government's waste and recycling objectives, and in particular, those set out in Western Australia's *Waste Avoidance and Resource Recovery Strategy 2030*. Western Australia's new waste strategy contains revised objectives, targets and strategies, and as such, this role will have an emphasis on researching and analysing waste management policies, systems and performance for potential application in Western Australia. Additionally, this position will respond to emerging priorities to support a productive and sustainable recycling sector in Western Australia.

Responsible for

- Researching, developing, implementing, maintaining and evaluating policies and programs to support the State Waste Strategy and annual business plan;
- Providing advice to the Waste Authority, the Minister and the Department in relation to waste policy;
- Providing advice to support the development and implementation of programs;
- Developing, maintaining and sharing of expertise to improve knowledge and build capability throughout the Department;
- Performing duties in accordance with relevant departmental policies and procedures;
- Undertaking additional duties within the skill and scope of position capabilities and departmental needs.

Work related requirements

Essential

1. Ability to understand and apply legislation and policy to support government and organisational objectives;
2. Ability to conceptualise, analyse and evaluate information to develop practical solutions and make informed decisions;
3. Ability to communicate effectively with internal and external stakeholders including the ability to gain consensus and commitment from others and resolve issues and conflict;
4. Ability and experience in developing and implementing public policy to a high standard within the required timeframes;
5. Ability to work effectively with a diverse team of professionals manage and develop self, team members and champion change;

Desirable

6. Demonstrated knowledge of, and experience implementing, waste and recycling policy;
7. Experience in project management

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.