



Job Description Form (JDF)

Position details

Position title:	Principal Economist
Position number:	70230552
Classification:	Level 7
Physical location:	Kununurra or Broome
Award:	PSA 1992
Agreement:	PSCSAA 2022
Pillar:	Industry and Economic Development
Directorate:	Regional Development and Investment
Branch:	Kimberley Development Commission

Reporting relationships

Reports to: Director, Regional Development (70190931), Level 8

This position

Direct reports: Nil

Role summary

Under limited direction, this position will lead and coordinate evidence-based advice and forecasts on economic and social conditions for the Kimberley region. With the capabilities of a broadly recognised professional, this position provides high level economic research and analysis and policy advice that contributes to the economic development and wellbeing of the Kimberley region.

About us

The Department of Primary Industries and Regional Development's (DPIRD) role is to ensure that primary industries and regions are key contributors to the Government's agenda for economic growth and diversification, job creation, strong communities and better places. Our goals are to:

- **Protect:** to manage and provide for sustainable use of our natural resources and soils, and to protect Western Australia's 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 social amenity and become a key pillar of the State's economy.
- **Innovate:** to support a culture of scientific enquiry, innovation and adaptation across primary industries and regions to boost industry transformation, economic growth and employment.

Our values

Our values are critical in creating a healthy and dynamic culture that helps each and all of us to make our best contribution, to develop a workplace where we feel excited about our work and results and where other people will increasingly want to join our team. Our values underpin how we operate:

- We value **relationships** - Our relationships with our clients, colleagues and stakeholders are at the heart of everything we do
- We are **resilient** - We recover from setbacks, embracing and adapting to change because we have a clear focus on the big picture and long term impact
- We are **responsive** - We understand the needs of our clients, colleagues and stakeholders and add value by tailoring our solutions accordingly
- We focus on **results** - We strive to develop and provide excellent services that delivers meaningful results to the community we serve.

Key responsibilities

The key responsibilities of the role include, but are not limited to, the following:

Policy Advice

- Leads the preparation, co-ordination and presentation of evidence-based advice and forecasts on economic and social conditions across the Kimberley.
- Undertakes research and analysis of quantitative and qualitative data to assess information, analyse trends and develop an evidence base (measured and modelled) to inform advice and decision-making.
- Coordinates the development, writing and production of public reports on key economic topics related to the development of the Kimberley region.
- Writes briefing notes on key economic topics related to the Kimberley region.
- Works collaboratively across the Regional Development portfolio, and across Government and external stakeholders to prepare information, analysis and advice on regional development issues generally, as part of coordinated statewide priorities.
- Manages, supervises and develops other team members to achieve strategic outcomes on designated project teams.
- Develops and improves economic models to provide a critical basis for analysis and advice.
- Provides input to the assessment of performance indicators reported by the Department and Commission.

- Reviews and publishes in a variety of media, including journals, to communicate insights of particular relevance to the development of the Kimberley.
- Publishes work in relevant journals.
- Assists in attracting additional funding, where appropriate.

Stakeholder Engagement

- Promotes holistic achievement of regional development goals through close cooperation with regional businesses, industry bodies, local government, Aboriginal Traditional Owners and organisations, and other regional leadership bodies.
- Represents the Department and Commission on committees, working parties or inquiries as required.
- Where appropriate, collaborates with other groups or disciplines and contributes to the sharing of information and skills within the economics, business and policy disciplines.
- Directs the work of specialist consultants and assists in the preparation of project specifications as required.

General

- Undertakes emergency response duties as required.
- Oversees budgets, teamwork, quality control, production and communication of key economic projects.
- Supervises support staff as required.
- Cooperates and collaborates with staff from other organisations.
- Contributes to project planning processes.
- Applies risk management to all business processes.
- Other duties as required.

Work related requirements

In the context of the role:

Essential criteria

Role specific

1. Experience preparing and presenting evidence-based advice on economic issues relevant to regional development.

Core capabilities

2. *Build effective relationships:* Well-developed verbal, written and interpersonal communication skills, and the ability to build collaboration across government, civil society and business communities.
3. *Challenge for Innovation:* Well-developed abilities to establish clear plans and timeframes, evaluate performance, identify the need for change, determine action and see tasks and projects through to completion.
4. *Think strategically:* Good conceptual and analytical skills including the ability to provide innovative solutions to complex and challenging issues and problems.

5. *Deliver in a changing environment:* Good project, time management and organisational skills including the ability to effectively contribute to the management of change.
6. *Lead and Empower others:* Proven ability to lead teams and work collaboratively.

Desirable criteria

1. Possession of, or progress towards a relevant postgraduate qualification.
2. Demonstrated experience in a remote setting, including working effectively with Aboriginal communities.

Special requirements/equipment

- Degree in Economics or a closely related discipline and/or cumulative relevant experience.
- An acceptable National Police Certificate (police clearance) is required. If not currently held, must be acquired prior to commencement at applicant's expense.
- The contract of employment specifies terms and conditions relating to this position.
- Occasional travel to and from metropolitan and regional offices may be required.

Certification

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

Delegated authority

Position title: Deputy Director General, Industry and Economic Development

Endorsement Date: 17 November 2023