## Executive Director, Native Title ImplementationClass 2 (DPC24064)

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| Division:  | Aboriginal Engagement & Community Policy  | Reports to:  | Deputy Director General  |
| Directorate:  | Native Title Implementation | Supervises:  | 5 FTE  |
| Location:  | Perth Metro  |  |  |

# Our vision is to lead a connected government that delivers a brighter future for Western Australians.

The Department of the Premier and Cabinet (DPC) leads the public sector in providing whole-of-Government advice and support to the Premier and Cabinet in their service of the WA community.

Our areas of responsibility include Office of Digital Government, Intergovernmental Relations and Strategic Priorities, Aboriginal Engagement and Community Policy, Infrastructure, Economy and Environment and State Services.

Join us and work in a role where you can make a real difference to the lives of children, families, individuals and communities throughout Western Australia.

# Our values, *Leadership*, *Connection* *and* *Impact*, underpin the way we work.

The Native Title Implementation Directorate is responsible for leading and coordinating all Native Title implementation activities. This includes managing government actions that are required to implement finalised agreements and responsibilities arising under such agreements, which often involves substantial work to convene and oversee agreed governance structures and functions.

# About the role and responsibilities

The Executive Director Native Title Implementation provides high level, strategic advice to the Government, Director General and Deputy Director General to inform the development, planning, prioritisation, delivery and evaluation of native title implementation activities aligned with the Government’s strategic priorities.

The Executive Directors leads and oversee the State’s native title implementation activities in WA.

### The Executive Director:

* Provides strategic evidence-based advice and supports the Director General, Minister and Premier in the effective development and delivery of Government policy relating to Aboriginal affairs and native title implementation.
* Drives the strategic planning, development and implementation of whole-of-government approaches to ensure the State can effectively deliver implementation activities.
* Considers wider policy drivers, the political environment, initiatives and emerging risks.
* Provides technical direction, coaching and peer review across the public sector agencies and Government more broadly to build capability and capacity to deliver quality policy analysis and guidance that will meet current and future needs across Native Title implementation activity.
* Negotiates directly with Ministers, public sector leaders, Traditional Owners and other Aboriginal stakeholders, the State Solicitor’s Office, and business and industry leaders to implement Native Title agreements that best meet the desired outcomes of all parties.
* Leads the development of productive relationships with key stakeholders, in particular Aboriginal people and communities and agreement partners.
* Manages the resources of work units, project teams and taskforces to ensure that services are provided within budgetary, legislative and organisational requirements.
* Provides high level analysis of progress, mitigating risks and conducting process improvements to deliver planned outcomes.
* Represents the Director General and Deputy Director General at meetings, on committees and working parties as required and builds relationships with key stakeholders.
* Demonstrates the expected leadership behaviours for the context of the role.

# Corporate Responsibilities

* Exhibits accountability, professional integrity and respect consistent with DPC Values, the Code of Conduct, and the public sector Code of Ethics.
* Takes reasonable care to protect your own safety and health at work, and that of others by co-operating with the safety and health policies and procedures of the Department and complying with all provisions of the *Work Health and Safety Act 2020*.
* Undertakes other duties as required.

# Building Leadership Impact

We consider all our people as leaders. We believe leadership is critical to the success of the Department and the public sector and, to support this, we have adopted [**Leadership Expectations**](https://www.wa.gov.au/organisation/public-sector-commission/leadership-expectations)**.**

This role operates in the [**Executive Leader**](https://www.wa.gov.au/government/document-collections/executive-leader) context, where leadership is about shaping complex initiatives covering multiple business areas as well as having a key responsibility in corporate governance.

# Essential Requirements (selection criteria)

**Role specific**

* Program change management and high-level complex project management experience.
* Experience leading successful negotiations and program delivery with a range of competing stakeholders, from Ministers to public sector leaders, Traditional Owners and other Aboriginal stakeholders, the State Solicitor’s Office, and business and industry leaders to implement agreements that best meet the desired outcomes of all parties.
* Experience providing complex high level strategic advice to a that informs the development, planning, prioritisation and delivery of Government priorities.

**Leadership behaviours**

* **Lead collectively**
You understand how your work and the decisions you make connect with other parts of your agency and the sector. You recognise your role in creating and supporting value for the future of Western Australians.
* **Think through complexity**
You work with a high level of complexity arising from ambiguity and uncertainty and create value for an unknowable long-term future. You are able to deal with and consider a large number of variables and make tactical and strategic decisions for the short and medium terms.
* **Dynamically sense the environment**
You identify patterns, trends and connections between situations, and the impact of issues and strategy on your business areas. You identify and acknowledge trends at societal, political and economic levels relevant to and likely to have an impact on your business areas.
* **Deliver on high leverage areas**
You develop alternate plans and strategies to overcome barriers to delivering the goals and strategy of your business areas. You seek counsel when necessary to identify the most appropriate plan. You explore new opportunities for your business areas, and drive and encourage continuous improvement that contributes to delivering excellence for the agency.
* **Build Capability**
You proactively develop leaders to deliver value in your business areas and agency, and enhance capability in the sector. You support and contribute to whole of sector talent identification, aligning the processes and systems in your business areas with those of the agency.
* **Embody the spirit of the public service**
You understand and manage the impact of your leadership style on others. You proactively seek to build a presence that shapes confidence in your agency and the sector. You understand how your reputation is linked to your business areas and manage the impression you have on others when necessary. You demonstrate a genuine passion for your business areas, the agency and the work of the sector.
* **Lead adaptively**
You are continually learning and adapting your personal style and approach to be effective in new and challenging contexts and positions.

**Desirable knowledge and experience**

* Knowledge of the legislative and policy framework related to Aboriginal affairs and Native Title.
* Knowledge and experience working with Aboriginal people and other culturally and linguistically diverse backgrounds.
* Knowledge of current State Government policies, priorities, and practices in Western Australia.
* Relevant tertiary qualifications or equivalent experience in a relevant field.

# Eligibility Requirements

To be eligible for permanent appointment to the Department, employees must be eligible to live and work in Australia indefinitely. Employees engaged on fixed term appointments require a valid work visa for the duration of their employment contract.

Appointment is dependent on a 100-point identification check and Criminal Records Screening Clearance.

## Certification

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| Authorising Signature: |  | People Services: |  |
| Date: |  | Date: |  |