



Position Description

Position Title:	Project Director Osborne Park Hospital and Perth Children's Hospital Sites (Design and Build)	Classification Level:	Level 9
Position Number:	33499	Reports to:	Principal Project Director
Directorate:	Major Projects	Supervises:	4 FTE
Branch/Section:	Women and Newborns Hospital	Location:	Perth Metropolitan Area

Role Summary

The Project Director (Design and Build) for the New Women and Babies Hospital Project (NWBHP) will be responsible for overseeing the Managing Contractor's (MC) design and construction quality to ensure compliance with the Project Brief and to the approved scope, budget, and timeframe at the Osborne Park Hospital and Perth Children's Hospital sites. The role will report directly to the Principal Project Director NWBHP.

The position holder will lead a multi-functional team responsible for ensuring compliance with the contractual deliverables with regard to design and the procurement and installation of furniture, fittings, and equipment (FF&E). They will, in a 'One Team' approach, collaborate with senior agency representatives from the Department of Health, Health Service Providers and other agencies to ensure all stakeholders are informed and involved in reaching project delivery in alignment with the Project Brief.

Complex consultations and negotiations with a range of stakeholders will be required on various aspects during the life of the project. The position will coordinate and manage a number of State Advisors in the areas of engineering, facility management, statutory planning, architectural, Environmentally Sustainable Design (ESD), environmental, landscaping, traffic, telecommunications, information technology, digital services and Building Information Management (BIM).

The position will have responsibility for having the MC's various Plans and Sub-Plans reviewed and endorsed, including the Construction Management Sub Plan, Materials Management Sub Plan, Security Sub Plan, Demolition Sub Plan, Industrial Relations Sub Plan, Site Access and Accommodation Sub Plan, Traffic Management Sub Plan, Heritage, and Archaeology Sub Plan.

Responsibilities

- Testing, Commissioning and the Practical Completion Plan including Testing and Commissioning Sub Plan, Practical Completion Sub Plan, Transition Sub Plan; Training Sub Plan, Defects Liability Period Management Sub Plan and the Final Completion Sub Plan.
- Review and comment on Concept and Schematic Design Reports such as Architectural Design Strategy, Architectural Design Benchmarking, Master Plan Design Strategy, Wayfinding, Design Strategy, Heritage and Archaeology Design Strategy, Traffic Design Strategy, Patient and Visitor Journey Strategy, Interior Design Strategy, Storage Design Strategy, Sustainability Design Strategy, Universal Design Strategy, Retail and Commercial Strategy, Engineering Design Strategy.
- Developing, implementing, and maintaining the Project Risk Management Plan relevant to this role, including all necessary mitigation plans, review processes and reporting requirements.
- Identify opportunities to leverage off the expertise and capacity of industry and the public sector to achieve tangible, innovative solutions.



- Identify impending risks and issues and implement mitigation strategies to limit the impact to the project and the State.
- Approve work packages, design documents and project plans and programs and finalise all matters within delegations from the Minister for Housing and Works and the Department of Housing and Works Corporate Executive in accordance with terms of the contract.
- Provide strategic workforce and functional leadership by creating a stimulating, challenging, and rewarding work environment that is consistent with Finance's vision and values.
- Inspire excellence through effective people management, which includes managing staff performance, both substandard and exemplary, and aligning the efforts of individuals with departmental objectives, capability frameworks and customer needs.
- Create a culture of customer engagement, stakeholder consultation and open communication and high-quality service provision to ensure Finance achieves its strategic objectives and meets client expectations.
- Develop and maintain strong working relationships with and provide timely and reliable advice to the Principal Project Director NWBHP, Executive Director Major Health Projects, Deputy Director General, the Departments senior leaders, senior executives at government agencies, particularly the Department of Health and Health Service Providers, and other key stakeholders to prioritise and negotiate the effective allocation of resources to support the delivery of projects on-time, and within budget.
- Lead and participate in the regular and frequent consultation group meetings as nominated by the State. Some of the most important consultation groups are the Architectural and Engineering (including functional planning and commerciality, wayfinding, safety in design, universal access, master planning and urban design) Group; Technical (Architectural); Technical (Engineering); Technical (FF&E including MME); Technical (Artwork Integration and Interiors) and Technical (Facility Management, Building Commissioning and Transition to Operations). It is required under the terms of the MC Contract that some of these groups meet at a defined cadence.
- Support the Principal Project Director NWBHP and the Executive Director Major Health Projects in fostering a culture of cooperation and collaboration across the Major Projects directorate and other divisions to ensure seamless and integrated customer-focused service delivery.
- Ensure that the project is managed in accordance with all applicable standards, regulations, guidelines, and conditions.
- Develop, implement and maintain the project schedule, all necessary management systems processes and procedures and other documentation, systems and tools necessary to enable project delivery.
- Report formally to the Principal Project Director NWBHP, Executive Director Major Health Projects and the Project Steering Committee, providing such advice, information, analysis, and recommendations as may be required including time, cost and quality performance.
- Advise the Principal Project Director NWBHP and Executive Director Major Health Projects on project-management related policies, strategies and risk.
- Demonstrates the expected leadership behaviours and mindsets in the context of Leading Leaders.
- Perform other duties as required.

Essential Requirements

- Extensive design and build project management experience utilising practices that meet legislative and audit requirements, are timely, transparent and drive better project outcomes.
- Ability to provide expert advice in the areas of design development and build of significant projects.



- Project design and build leadership and management skills demonstrated through successful delivery of an infrastructure project.
- Proven ability to review, and comment on building design documents, project plans and programs.
- Proven ability to provide expert commentary on work packages to ensure the best value-for-money outcomes for this project.
- Proven ability to direct additional tests, including Practical Completion Tests, at any time prior to the Final Completion Date.
- Proven ability to monitor and control team performance to deliver outcomes in accordance with time, cost, and quality targets for complex infrastructure projects.
- Proven ability to manage contracts to ensure delivery of outcomes in accordance with time, cost, and quality targets.
- Proven ability to establish and lead a team and provide forward thinking and clearly articulated strategic direction.
- Proven ability to establish networks and communicate and negotiate effectively with key, high level stakeholders in a complex infrastructure project environment.
- Issues management and risk mitigation experience with a focus on solutions that balance organisational requirements with whole of government outcomes.
- A personal commitment to customer service, integrity and personal growth and learning.
- Demonstrable, highly developed conceptual and analytical skills.

Desirable Requirements

- Tertiary qualifications in Engineering, Architecture, Project Management, or similar discipline relevant to capital works delivery.

Leadership Context

We believe all our people are leaders. We consider leadership to be critical to the success of the Department and the public sector and, to support this, we have adopted **Leadership Expectations**. This role operates in the **Leading Leaders** context. It is essential that you demonstrate the expected behaviours in the context of the role (additional detail provided in separate attachment).

- **Lead collectively:** Seek and build key relationships, work together, and focus on the greater good.
 - **Think through complexity:** Think critically, work with ambiguity and uncertainty, assess solutions and impacts, and take calculated risks.
 - **Dynamically sense the environment:** Be in tune with the political, social, and environmental trends that impact the work; understand and recognise the needs of others and leverage relationships for desired outcomes.
 - **Deliver on high leverage areas:** Identify priorities, pursue objectives with tenacity and display resilience in the face of challenges.
 - **Build capability:** Proactively develop others; share learning to promote efficiency and effectiveness; and champion diversity and inclusion.
 - **Embody the spirit of Public Service:** Display empathy, compassion, humility and integrity, and a genuine passion for the work; demonstrate a responsibility to Western Australians; and work in the interest of the public good.
 - **Lead adaptively:** Continuously seek to understand personal strengths and areas for improvement, be adaptive to change and adjust leadership style in different contexts.
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Pre-employment requirements

Australian Permanent Residency is a minimum requirement for permanent appointment to the WA Public Sector. For a fixed term contract or casual appointments, applicants require a valid Work Visa for the duration of the entire term.

Appointment is subject to 100 point identification check and Criminal Records Screening clearance.

Certification

Verified by: L.Cooper, July 2025

Classification Evaluation Date: September 2024