

Senior Transport Planner – City Mobility

Role purpose

Lead key strategic transport planning projects to help shape the strategic direction of transport and mobility at the City of Hobart. Manage street design and planning projects at a conceptual stage and lead strategic engagement on mobility issues with stakeholders at all levels.

EA and Classification	Hobart City Council Enterprise Agreement 2021 Municipal Officer Level 5
Position Description Number	9901
Number of direct reports	0
Responsible for total staff	0
Delegations and Authority	<p>Delegation to act on behalf of the Hobart City Council to approve changes to traffic signs and line marking on public highways under Council management under Section 30 (1) and 30 (2) of the Local Government (Highways) Act 1982.</p> <p>Delegation to issue permits on behalf of the City of Hobart pursuant to Section 7, Section 9, and Section 27 of the Infrastructure By-Law No 1 of 2018.</p>
Budget level	Nil
Division, Unit, Team	City Futures, City Mobility Unit
Immediate Manager	Manager City Mobility



Role accountabilities Key result areas

Strategic

- Work directly with the Project Managers, Engineers and Planners to, design, plan and deliver strategic transport projects and policies.
- Lead strategy and policy development to implement best-practice transport planning for contemporary urban environments.
- Develop and manage projects and policies to promote sustainable transport modes in the City of Hobart.
- Lead community and stakeholder engagement on the development of policy, strategy and projects to shape the future of mobility in the City of Hobart.
- Prepare detailed reports and presentations for Elected Members, senior and executive management and other stakeholders, including the provision of strategic and operational advice.

Corporate

- Undertake consultative and professional communication with the general public, stakeholders, partners and developers ensuring clear, concise advice is delivered in line with the City's strategic framework.
- Build strong relationships with representatives of local authorities, relevant State agencies, community groups and industry associations.

Unit

- Under the direction of the Manager City Mobility, research, analyse, review and prepare a range of detailed reports and papers reporting the City Mobility Unit's activities and requirements.
- Develop Council and Committee Reports on key issues and projects for the City Mobility Unit.
- Under the guidance of the Manager City Mobility, ensure projects and policies are strategically aligned and contribute to the City's strategic priorities.

Transport Planner – City Mobility

- Assist with budget management, administration and information management for the City Mobility Unit.
- Provide project and policy support across the unit including the Manager City Mobility. This includes:
 - Chairing and contributing to committee meetings and preparing agendas, papers and minutes as required.
 - tracking actions and issues arising across the various teams and programs and progressing them where appropriate; and
 - providing information and updates to key stakeholders on strategic mobility issues and projects.
- Work as part of the broader City Futures Division to leverage knowledge and create interdependencies as one team working towards a shared goal.
- Role model behaviours, values and professionalism for others to be motivated to follow, that support a culture of trust across the broader Council, the community and key stakeholders.
- Other tasks and duties that are within the scope of the employee's knowledge, skill, competence and training.

Leadership

- Provide leadership and guidance to other planners and engineers in the City Mobility Unit.
- Communicate complex strategic and technical issues and opportunities in a clear and effective manner across the organization. Help build consensus and clear direction to solve complex problems.

Qualifications, licences and competencies

Essential

- Degree or higher qualification in City/Urban Planning, Geography, Engineering or a related discipline.
- Experience in a role involving design, policy, project management or engineering.
- Current Drivers Licence and Police Check.

Desirable

- Experience in a Local Government environment.

Selection criteria

Knowledge and experience

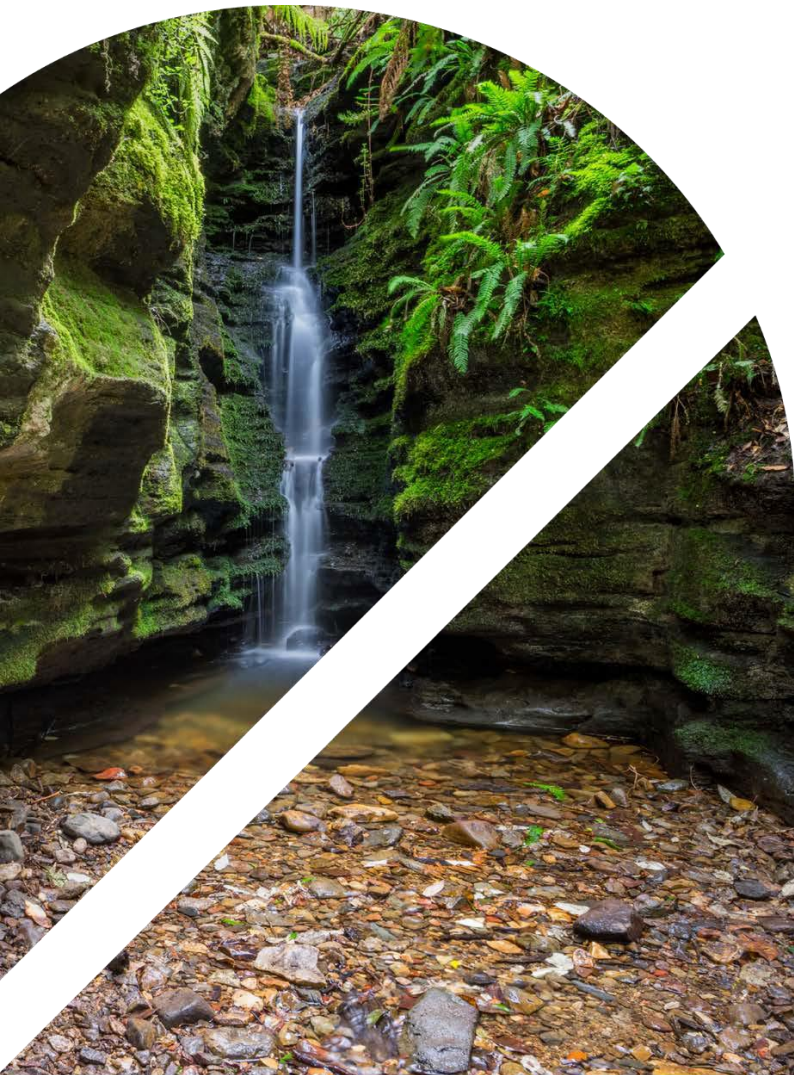
1. Sound knowledge and understanding of best-practice transport planning or engineering for urban environments together with an understanding of contemporary local government issues.
2. Strong verbal and interpersonal skills together with a well-developed level of strategic thinking and analytical skills, negotiation skills and sound judgement.
3. Demonstrated experience in project management for city mobility, network planning or street design projects.

Skills and competencies

4. Strong interpersonal skills, particularly the ability to work in collaboration with stakeholders and cross divisional teams towards a common goal.
5. Highly competent in preparing written reports, letters and discussion papers directed at stakeholders at all levels.
6. High level of ability to lead and manage strategic projects on time and budget in a government environment.

Behavioural competencies

7. Actively demonstrates the expected behaviours described in the Behavioural Competency Framework.



WORKING TOGETHER TO MAKE HOBART A BETTER PLACE FOR THE COMMUNITY

Behavioural Competency Framework

Our Values

People

Care about people – our community, customers and colleagues.

- Considers people in all things we do.
- Values individual differences and diversity.
- Guides, mentors and develops people.
- Tailors communication to specific audiences.
- Actively listens to others and encourages feedback.
- Communicate with others respectfully.

Teamwork

We collaborate both within the organisation and with external stakeholders drawing on skills and expertise for the benefit of our community.

- Supports equal and fair treatment for all.
- Is seen as a team player and finds common ground in a respectful way.
- Seeks and provides feedback to improve working relationships.
- Actively looks for opportunities to share knowledge and utilise strengths.
- Works cooperatively to achieve shared objectives.
- Recognises others for their contributions and accomplishments.
- Gains and demonstrates trust and support for others through actions.

Focus and Direction

Have clear goals and plans to achieve sustainable social, environmental and economic outcomes for the Hobart community.

- Has a clear and specific understanding of what needs to be achieved.
- Actively participates in planning and provides feedback.
- Considers sustainable options.

Behavioural Competency Framework

Our Values

Creativity and Innovation

Embrace new approaches and continuously improve to achieve better outcomes for our community.

- Agile and continually looks for opportunities for Lean improvements.
- Stimulate passion and excitement to overcome problems.
- Follows ideas through to action, reflects and always seeks to do better.
- Demonstrates diverse thinking and embraces change.
- Encourages peers to do the same.

Accountability

Transparent in all our dealings, work to high ethical and professional standards and are accountable for delivering outcomes for our community.

- Follows through on commitments and encourages others do the same.
- Takes personal responsibility for own timely and quality activities.
- Designs feedback into work processes.
- Provides exceptional service to stakeholders and customers.

Behavioural Competency Framework

Operational

Safe working practices

Maintain a safe working environment.

- Works safely and looks out for others.
- Drives responsibly and considers other road users.

Policies and procedures

Comply at all times with policy and protocol requirements.

- Actively demonstrates compliance with the City's corporate policies.
- Provides support to others.
- Offers feedback on improvements or better practice.

Legislative framework

Works within legislative framework.

- Takes responsibility for their own learning of the legislative environment in which they work.
- Seeks guidance and clarification of any uncertainties before acting.
- Works within any delegations and authorities.

Risk management

Take a risk management approach.

- Actively adopts a proactive risk management approach.
- Fosters an environment where managing risk is accepted as the personal responsibility of each employee and encourages others to do the same.

Judgement

Identifies and acts on issues and develops quality solutions, setting high standards of decision making.

- Always role models our values.
- Demonstrates rigor to make effective and quality decisions.
- Stands up and acts when issues arise with a sound and level-headed approach.
- Keeps informed of activities and evolutions in the broader business.

Pre-employment checks

1. National Police check
2. Pre-employment Medical Assessment –TBA
3. Evidence of vaccination against COVID-19 or hold an approved exemption from the City

Notes

- Regular checks of the validity and status of essential licences and registrations are undertaken during the term of employment.
- The employee is responsible for notifying any new criminal convictions during the course of their employment.
- The *Registration to Work with Vulnerable People Act 2013* requires persons undertaking work in a regulated activity to be registered. A regulated activity is a child related service or activity defined in the *Registration to Work with Vulnerable People Regulations 2014*.

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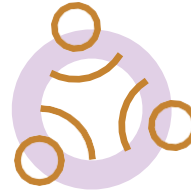
Proud of our capital city role

We rise to the call of being the island state capital. We are city shapers, amplifying our industry, commerce and small business communities by attracting investment and services to support them.



Focused on thriving

We are future proofed, not only doing our work well, but pursuing the work that makes a difference for our community.



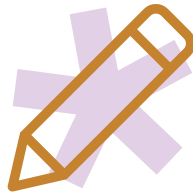
Community-centered

It is easy for all of our community to work with us and they are central in how we design and do our work.



Grounded in active governance + civic involvement.

We fulfil our legislative and civic responsibilities with transparency, accountability and fairness and we are equipped to do that well.



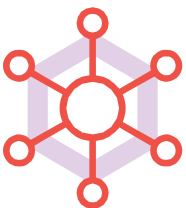
Creative + impactful

We deliver value for money and work creatively to ensure positive outcomes for all our stakeholders.



Leading from the heart

We acknowledge everyone is a leader. We are all accountable for building a positive, safe and caring culture for our organisation and the people in it.



Integrated + Collaborative

Making whole-of-organisation decisions is easy and we work as one team to successfully deliver for the community.



Scalable + Adaptable

We care for both our natural and built assets. We respond to our growing city and ongoing changes in our community and their expectations.

