

Program Leader Stormwater Services

Role purpose

The Program Leader Stormwater Services will manage stormwater related customer service and oversee the delivery of the City's statutory responsibilities under the *Land Use Planning and Approvals Act 1993*, the *Urban Drainage Act 2013* and other relevant legislation.

Role overview

EA and Classification	Hobart City Council Enterprise Agreement 2021 Municipal Officer Level 4
Position Description Number	9679
Number of direct reports	5
Responsible for total staff	0
Delegations and Authority	Nil
Budget level	Nil
Division, Unit, Team	City Life Division, Waterways Unit, Waterways Team
Immediate Manager	Manager Waterways (9883)



Role accountabilities Key result areas

Strategic

- Assist the Manager Waterways in managing City of Hobart's catchments and stormwater obligations while having accountability for the Waterways Assessments Program, and Stormwater customer service.

Unit

- Manage the assessment of statutory permit applications (principally planning, building, plumbing) in relation to planning scheme and other legislative requirements and engineering standards relating to the public stormwater system, including water quality management through water sensitive urban design.
- Lead the review and development of the Unit's processes, strategies, and legislative interpretation related to planning and building applications referred to the Waterways Team in particular application of the *Urban Drainage Act 2013*.
- Contribute to the development and review of Council policies and processes about public and private property impacts on the public stormwater system including community consultation and responding equitably to customer enquiries.
- Support the Unit's preparation and implementation of internal policies and guidelines.
- Manage responses to customer enquiries regarding stormwater to be consistently professional and within customer service timeframes.
- Lead the ongoing development and improvement of water quality monitoring programs within Hobart City's catchments.
- Assisting the Manager Waterways in providing informative and timely updates on planning application of interest suitable for distribution to management and Executive Leadership Team.
- Manage the financial allocation associated with the Waterways Services Program and foster a strong team ethic that aligns with council values.

Leadership

- Demonstrate behaviors and actions that support a culture of trust across the City of Hobart, the community, commercial businesses, other relevant bodies, and key stakeholders.
- Role model Hobart City Council behaviors, values and professionalism for direct reports.
- Assist the Manager Waterways in fostering positive work culture that encourages innovation, skill sharing and collaboration throughout the group and the wider organisation.
- Supervise, mentor and train technical employees who are responsible for the Waterways team functions.

Professional advice

- Provide professional advice and guidance regarding planning and development of stormwater assets (regarding both hard infrastructure and natural waterways) in accordance with legislative requirements to internal and external stakeholders.

Work Health and Safety

- To take reasonable care that your acts or omissions do not adversely affect the health and safety of yourself or others in the workplace, to comply with any reasonable instructions given to you by the Council and to comply with the requirements of any and all WHS applicable policies and procedures.
- To implement the Council's WHS Management System, to ensure that the work for which you are responsible is carried out in accordance with this System and the WHS legislation and to provide appropriate WHS information, instruction, training and supervision to workers for whom you are accountable.

NOTE: Whilst the key functions and responsibilities for the role are set out above, the Council may direct an employee to carry out such duties or tasks as are within the limits of the employee's skill, competence, and training.



Qualifications and licences

Essential

- Degree in Civil or Environmental Engineering (or similar field of practice).
- Experience in the assessment of planning, building and plumbing applications.
- Familiarity with catchment management plans.
- Familiarity with interpreting hydraulic, hydrological and water quality assessments.
- Current Registration to Work with Vulnerable People.
- Current Driver Licence.

Desirable

- Relevant post graduate qualifications specific to urban drainage, stormwater and/or environmental management.
- Experience in hydraulic modelling using ICM-Infoworks.

Selection criteria

Knowledge and experience

1. Knowledge and experience in the assessment of statutory permit applications (principally planning, building and plumbing) in relation to relevant legislation, guidelines and planning schemes.
2. Experience in the successful application of relevant legislation for the management of stormwater and waterways including the, Land Use Planning Act 1993, the *Urban Drainage Act 2013* and other relevant legislation.
3. Demonstrated ability to interpret hydraulic modelling and mapping to assess impacts of flooding in regard to development applications.

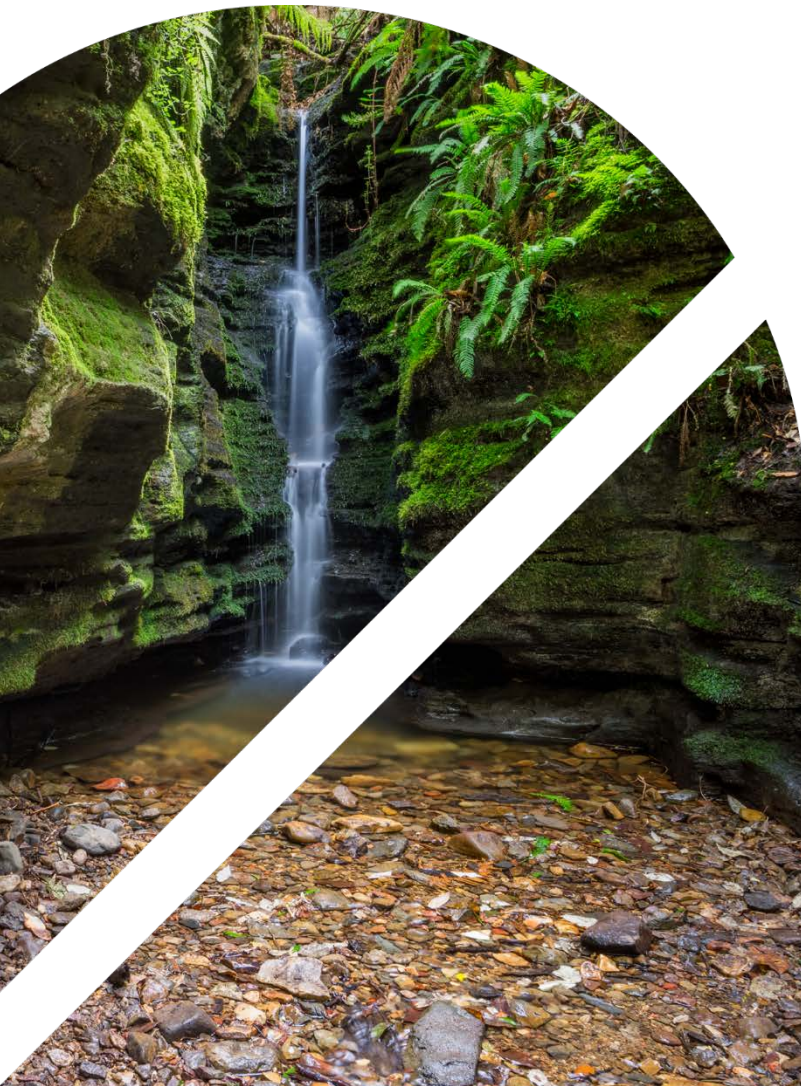


Skills and competencies

4. Demonstrated ability to lead, mentor and support team members to achieve work targets and objectives efficiently and effectively.
5. Demonstrated ability to deliver exceptional customer service and build and maintain collaborative partnerships with internal and external stakeholders.
6. Ability to prepare technical written reports suitable for senior management.

Behavioural competencies

7. Actively demonstrates the expected behaviors described in the Behavioral Competency Framework.



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 – Medium Risk

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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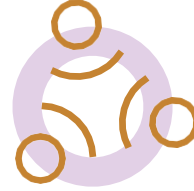
Proud of our capital city role

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.



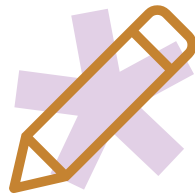
Community-centered

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.



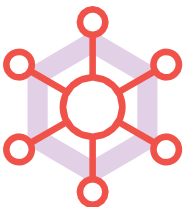
Creative + impactful

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.

