

# Position Description



## Dam Engineering Planning Manager

**Business Unit: Operations**

**Reporting to: Manager Operations Assets Planning**

### Position Purpose

Lead the planning and delivery of high-quality dam engineering service and the development and implementation of the Dam Safety Investment Strategy in accordance with the Dam Safety Management System (DSMS), providing the best risk reduction outcomes for our customers and community and drive excellence in safety.

### Key Accountabilities

1. **Safety:** ensure all activities are undertaken with the safety of our people as the number one priority and always role model safe behaviour.
2. **Values:** behave and make decisions in accordance with the WaterNSW Values at all times.
3. **Leadership:** delivering strategic priorities and developing the culture, capability and performance of our people.
4. Develop, implement, and maintain the Dam Safety Investment Strategy and lead the funding submissions to IPART. This includes prioritising dam safety projects, propose program and schedule for risk reduction in accordance with the DSMS, provide routine reports and project assurance on the investigations and studies project pipeline and resource plan.
5. Lead the planning and delivery of the dam safety risk assessment and management activities in accordance with the DSMS, including risk identification, analysis and evaluation, reporting.
6. Lead the delivery of agreed outcomes across a portfolio of dam safety studies and investigations projects from needs analysis up to completion to achieve optimal solution to address identified needs while meeting agreed time, cost, and quality objectives.
7. Lead the provision of in-depth specialist dam engineering support services in accordance with the DSMS, including the development of risk mitigation options, strategies, and objectives for dam safety risk reduction.
8. Establish assurance arrangements for the studies and investigations program in accordance with the DSMS.

9. Lead negotiation and ongoing management of contracts for consulting, construction and any other external service providers required to enable the delivery of projects. This includes validating and endorsing payment and other claims as well as overall contractor performance.
10. Share lessons learned and grow competencies in project and contract management amongst project managers, engineers, construction managers and project support staff involved in dam safety projects.
11. Manage the complex external and internal stakeholders and assist in the preparation of communications plans and strategies including approval authorities, community and public consultation processes, planning approval processes and provide advice to the executive on key external risks and issues.

## Key Challenges

- Leading multiple concurrent projects requiring strong time-management skills; good judgement of priorities; ability to work efficiently without close day-to-day direction; and good communications skills.
- Leading an engineering team to progress the development of prudent strategies and objective studies for risk management options for Dam Safety Risk reduction.
- Balancing resources, prioritising dam safety projects and proposing program and schedule for risk reduction within the overall WaterNSW AM framework and project delivery framework.

## Significant Internal Relationships

Stakeholder	Purpose of Relationship
<ul style="list-style-type: none"> <li>• <a href="#">Manager Operations Assets Planning</a></li> </ul>	<ul style="list-style-type: none"> <li>• Escalate issues, keep informed, advise, and receive instructions</li> <li>• Provide regular updates on key projects, issues, and priorities</li> <li>• Undertake ad-hoc support activities</li> </ul>
<ul style="list-style-type: none"> <li>• <a href="#">Dam Safety team and Asset Planning teams</a></li> </ul>	<ul style="list-style-type: none"> <li>• Provide regular updates on key projects, issues, and priorities</li> <li>• Undertake ad-hoc support activities</li> </ul>

<ul style="list-style-type: none"> <li>Asset Delivery Team</li> </ul>	<ul style="list-style-type: none"> <li>Work cooperatively within the team, exchange information and assist other team members to achieve team objectives and work outcomes</li> </ul>
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## Significant External Relationships

Stakeholder	Purpose of Relationship
<ul style="list-style-type: none"> <li>Expert technical panels and advisory boards.</li> </ul>	<ul style="list-style-type: none"> <li>Provide advice and respond to requests for information</li> <li>Participate in forums, groups to represent Dam Engineering Delivery Team and share information</li> <li>Participate in discussions regarding dam engineering good practice</li> </ul>
<ul style="list-style-type: none"> <li>Maintain relations with national technical committees, regulatory authorities, and government departments.</li> </ul>	<ul style="list-style-type: none"> <li>Participate in discussions regarding dam engineering good practice</li> </ul>

## Delegations, Financial Accountabilities & Freedom to Act

- As defined in the WaterNSW Financial Delegations as varied from time to time.

## WaterNSW Leadership & Performance Competencies

People	Level	
Coaching & Developing Others	B	<ul style="list-style-type: none"> <li>Supports individual development in line with career aspirations and business requirements</li> <li>Challenges others to achieve their full potential</li> <li>Actively listens to others</li> <li>Supports others to establish meaningful goals</li> <li>Asks questions to create awareness and encourage self-directed problem solving</li> </ul>
Driving Performance	B	<ul style="list-style-type: none"> <li>Ensures the team has the capability and resources required to undertake work effectively</li> </ul>

		<ul style="list-style-type: none"> <li>Monitors team's progress in achieving goals; takes action to keep the team on track and recognise achievements</li> <li>Works with team members to develop SMART goals</li> <li>Listens to and involves others in team decisions and actions; values and utilises individual differences and talents.</li> </ul>
Managing Change	B	<ul style="list-style-type: none"> <li>Understands risks and opportunities of change and is able to take action to ensure the change is successful</li> <li>Understands the range of reactions to change and actively manages these</li> <li>Identifies and addresses stakeholder resistance to change</li> <li>Communicates key information and wider reasons for change</li> <li>Gains stakeholder support and generates enthusiasm about change</li> </ul>

Customer	Level	
Partnering & Advice	C	<ul style="list-style-type: none"> <li>Consider broader purpose and the long-term context of the customer when providing advice</li> <li>Provides sophisticated and value adding insights for customers</li> <li>Assists customers to explore new ideas and to navigate the road ahead</li> </ul>
Collaboration & Engagement with Customers & Stakeholders	C	<ul style="list-style-type: none"> <li>Proactively builds relationships internally and externally to positively impact the business</li> <li>Actively engages with customers and stakeholders to understand concerns and leverage opportunities for adding value</li> </ul>

		<ul style="list-style-type: none"> <li>Initiates and maintains extensive networks to enable the achievement of business objectives</li> </ul>
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Business	Level	
Safety & Risk Management	C	<ul style="list-style-type: none"> <li>Uses various sources of information to gain feedback on the effectiveness of risk treatment actions.</li> <li>Proactively seeks opportunities and analyses suitable solutions</li> <li>Assesses the effectiveness of current policies and practices</li> <li>Initiates policy and procedure change conversations</li> <li>Educates and coaches others in understanding and implementing safety behaviour in the workplace</li> </ul>

## Mandatory Candidate Requirements

### Qualifications:

- Bachelor's degree or higher in Civil Engineering, or other related engineering discipline as deemed appropriate.
- Eligibility for membership of Engineers Australia.
- Current NSW driver's licence.

### Knowledge:

- Demonstrable knowledge of principles and practices of dam design, construction, operation, safety surveillance and maintenance.
- Demonstrable knowledge of & practical application of PMBOK or Prince 2 methodologies
- Strong commercial acumen to identify benefits, opportunities and trade-offs to be made when formulating and executing business cases, project plans and contract negotiations
- Detailed knowledge of relevant Australian and International codes and standards.
- Proven risk management and technical engineering knowledge of policy and regulatory requirements.

**Experience:**

- Extensive professional experience in the dam industry.
- Demonstrated experience in delivering a portfolio of projects (preferably from a client perspective) and/or delivery of standalone or portfolio of projects valued more than \$5m, meeting time, quality, and cost targets
- Experience in leading a team of SMEs, providing coaching and mentoring to aid their development and to ensure effective delivery of services.
- Proven negotiation and influencing skills to leverage teams' capabilities to deliver good business outcomes.
- Proven experience engaging with key internal and external stakeholders to identify needs, address issues and ensure objectives are understood and met.
- Demonstrated background in planning work and deploying resources to deliver business goals.
- Excellent written and oral communication skills to communicate internally and to technical professionals, client groups, regulators and the public, including reports, addressing forums and providing and interpreting technical information.
- Highly developed analytical and problem-solving skills, ability to analyse and interpret data and information and make sound judgements.

**Favourable Candidate Requirements**

- Experience developing and implementing dam safety related regulatory strategies.
- Experience preparing and/or reviewing and critiquing annual and comprehensive five yearly dam safety surveillance reports.

**Pre-Employment Checks Required**

- Identification
- Qualifications
- Drivers Licence
- Pre-employment Medical (Office)
- Police Check