

Role Description

(Manager)



Role Title: Program Leader, Shorebird and Wetland Habitat

Division: Water & River Murray

Classification Level: ASO7

Branch/Unit: Water Infrastructure & Operations Branch, Program Coordination and Development Unit

CHRIS Position Number: P59349

Reports to (Title): Manager, Program Coordination and Development

Our Organisation

The Department for Environment and Water (DEW) is committed to providing a highly supportive work environment that values the participation and contribution of every employee in shaping the future of the department. DEW is a high performing organisation that encourages excellence, improvement and growth at both an organisational and individual level. DEW has a flexible approach to doing business and is committed to ensuring our people have flexibility around the number of hours worked, scheduling of hours and location of work. Everything we do is underpinned by our core values and consequently we value and respect our people; we encourage active participation and leadership; we continuously seek to be better and we achieve results.

Purpose

The Water and River Murray Division is responsible for leading the achievement of the South Australian Government's priorities in relation to the use, management and conservation of the State's water resources. The Division delivers this through developing and implementing water related policies, strategies and programs; managing the State's water licensing and permitting system; leading the operation of the River Murray in South Australia; undertaking water science and monitoring to sustainably manage the State's water resources; overseeing the construction of major water related infrastructure projects; and supporting the South Eastern Water Conservation and Drainage Board and the Stormwater Management Authority. The Division has the added specific responsibility for driving the delivery of the Murray-Darling Basin Plan.

About the Branch/Business Unit

The Water Infrastructure and Operations Branch leads, coordinates and supports programs and projects across South Australia, with a primary focus on the Murray-Darling Basin. The Branch is responsible for advising on and managing the sustainable delivery of River Murray water to the State. The Branch is also responsible for the development, construction, operation and maintenance of innovative water management infrastructure and other solutions to deliver enhanced environmental, social, cultural and economic outcomes for the South Australian River Murray, the Eastern Mount Lofty Ranges, the South East Drainage Network and the Patawalonga Lake System.

About the Role

The Program Leader, Shorebird and Wetland Habitat, is responsible for the effective management and delivery of the Shorebird and Wetland Habitat program. The role is responsible for managing all aspects of the on time and within budget program delivery of a significant National and State Government investment in environmental outcomes for the Coorong, Lower Lakes, Murray Mouth and South East landscape. The Program Leader, Shorebird and Wetland Habitat is responsible for planning, monitoring and reporting against program outcomes, and providing leadership and guidance to a team of staff, stakeholders, partner agencies and authorities. The role forecasts, administers, monitors and reports on the program and has a central role in mitigating risks, ensuring appropriate linkages with other initiatives and providing technical advice and recommendations on a range of issues including contract and stakeholder management.

Key Role Outcomes

- The Shorebird and Wetland Habitat program is delivered to the highest quality and in accordance with project requirements, on time, and within budget.
- Effective partnerships are developed with key stakeholders and proactively managed to ensure successful delivery of infrastructure and associated measures that support the achievement of program outcomes.
- Communities support the changing management of wetland habitats for environmental benefits, social outcomes and community resilience.

- Agreed agency responsibilities relating to the delivery and risk management of the Shorebird and Wetland Habitat program is successfully met, including timely delivery of quality reporting to meet funding requirements.
- Staff are empowered, developed, and productive in program delivery and working collaboratively with all stakeholders to achieve the required outcomes.
- Timely and high-quality advice and information on risks, budgetary matters, and contractual issues is provided to management and governance committees.
- Program finances are effectively administered and monitored, with budgetary issues identified quickly and escalated with appropriate action recommended.
- South Australia's commitment to international obligations, including Ramsar Wetlands are met.

Key Relationships

- Manager, Program Coordination and Development Unit
- Has direct management responsibility for a team of project staff.
- Works collaboratively with members of the Water Infrastructure and Operations Branch staff and other delivery partners (internal and external).
- Works directly with representatives from intrastate, interstate and Commonwealth government agencies.
- Liaises and engages with a variety of stakeholders.
- Consults and engages with relevant community groups and individuals.
- Other Program Leaders within the Water Infrastructure and Operations Branch.

Special Conditions

- May be required to participate in fire management and associated duties
- Current class "C" driver's licence and willingness and ability to safely operate a 4wd is essential
- May require some intra/interstate travel
- Some out of hours may be required
- Relevant Program or Project Management qualifications or the equivalent experience is highly desirable.

Core Competencies	Elements	Behavioural Indicators
Shapes Strategic Thinking and changes	• Thinking and Acting Strategically • Motivating others	• Creates plans that contribute and enable Agency and State strategic targets and objectives. • Thinks 'outside the box' and views issues from different perspectives to formulate ideas and actions. • Alerts Executives and senior managers to opportunities and threats. • Seeks to understand the motivations of individuals and uses this knowledge to facilitate the achievement of objectives. • Empowers staff to take initiative and to provide suggestions for ways of doing work more effectively. • Empowers others to take initiative and to provide suggestions for ways of doing work more effectively or efficiently.
Achieves Results	• Delivering Effective Outcomes	• Sets and monitors priorities for self and others in order to achieve aligned, timely outcomes.

	Assuming Accountability	- Uses performance data – reports and measures – to monitor, encourage and develop team to deliver outcomes. - Deals assertively in overcoming barriers to action. - Takes responsibility for own actions and is comfortable being held accountable for the delivery of their team's business plan.
Drives Business Excellence	Optimising Performance	- Monitors performance and takes action when required to improve the delivery of outcomes. - Applies performance management/development processes in their work area and provides timely feedback and coaching to staff.
Forges Relationships and Engages Others	- Using Political Savvy - Establishing and Maintaining Networks	- Gains understanding of and effectively navigates through organisational decision making processes to achieve outcomes. Pays attention to working collaboratively with a diverse range of internal and external stakeholders for the benefit of the Programs and Agency. - Builds collaborative relationships based on understanding the range of internal and external stakeholder objectives relevant to the management, construction and monitoring of Projects, including relationships with Aboriginal communities. - Demonstrates comfort and competence in relating to and working with a range of people from diverse backgrounds.
Exemplifies Personal Drive and Professionalism	Displaying Flexibility and Resilience	- Is responsive to the unexpected and able to maintain a positive outlook when under pressure. - Balances competing demands in a calm manner.

Technical, Professional/Knowledge and Experience (including qualifications)

Analytical Thinking

- Quickly and confidently weighs up information from a number of different angles (political, economic, and social) in order to identify and clarify pertinent issues and consequences and their incorporation into project delivery and decision making.
- Considers and accurately understands sensitivities of a situation and impacts these may have both within and outside of the organisation.

Problem Solving

- Is able to identify accurately and break down appropriately the underlying issues in a way that demonstrates clear understanding of the problem.
- Involves all relevant parties in managing risks and solving problems.

Organisational Knowledge

- Demonstrates in depth knowledge of the Agency's structure, strategic directions and the focus for customers/key stakeholders OR for key personnel, specifically the Minister and the Chief Executive.
- Understands the pressures and drivers that shape the views and actions of key stakeholders

- Maintains a thorough and up to date working knowledge of procurement, safety and other relevant legislation, regulations and policies to ensure that all program delivery activities are safe and legal or procedurally compliant.

Technical Knowledge

- Sound understanding of the principles of water resources management and integrated natural resources management including high level of knowledge of the South Australian Natural Resources Management Act and Regulations

Professional Expertise

- Experience in working collaboratively to deliver externally funded projects
- Demonstrated experience and success in the management of major strategic projects including project scoping, procurement, funding, preparation and meeting of budgets, risk management, endorsement and implementation phases.
- Experience in the provision of high level strategic and technical advice to government and in negotiating successful outcomes with a wide range of stakeholders within government and the community.

Qualifications

- Qualifications in Project or Program Management, Natural Resource Management or Water Management will be highly regarded.

Work Health and Safety

Lead workplace safety procedures and programs.

- Proactively ensures all direct reports understand workplace health and safety requirements and responsibilities.
- Leads and participates in health and safety discussions in the workplace.
- Identifies hazards, assesses risks and implements procedures for controlling risks.
- Implements procedures for dealing with incidents and emergency events.
- Maintains appropriate workplace safety records.
- Implements procedures for managing injured workers.

Corporate Responsibilities

- Demonstrate appropriate and professional workplace behaviours that are in line with the Code of Ethics for the South Australian Public Sector.
- Maintain a commitment to EEO, Diversity, Ethical Conduct, and record keeping within legislative requirements, according to the principles of the Public Sector Act 2009.
- Actively participate in the Department's Performance Development and Review Program.
- Demonstrate appropriate and professional workplace behaviours that align closely with the White Ribbon message.

DEW Branch:	Water Infrastructure and Operations	Date classified:	19 November 2024
DEW Division:	Water and River Murray	Classified:	Comparison