

# Role Description

(Non-Manager)



**Our purpose – Helping South Australians Conserve, Sustain and Prosper.**

**Role Title:** Coast and River Policy Planner

**Division:** Biodiversity and Nature Economy

**Classification Level:** PO2

**Branch/Unit:** Biodiversity Science, Coasts and Information

**CHRIS Position Number:** M20516

**Reports to (Title):** Team Leader, Coastal Policy, Planning & Governance

**About the Agency –** [Department for Environment and Water](#)

## About the Role

The Coast and River Policy Planner plays an important role in shaping the future of South Australia's coastline and the River Murray. The role provides professional planning expertise to co-ordinate and prepare responses to complex development applications, and review development plans and development amendments initiated by Local Councils and the Minister for Planning. The Coast and River Planning Officer provides specialist and strategic advice to planning authorities on Board policy implications for development plan amendments.

This role makes a meaningful contribution to resolving complex planning and development issues that shape the resilience, sustainability and long-term protection of South Australia's iconic coastal and river environments.

## Key Role Outcomes

- Responses to development applications referred to the Coast Protection Board are coordinated and prepared to ensure compliance with regulatory and Board requirements.
- Complex scientific knowledge is sourced, analysed, interpreted and applied to the provision of advice on trends and issues related to coast and marine planning, coastal ecology including the assessment of development applications and development plan amendments.
- Technical advice and support is provided to the Department and external stakeholders on a broad range of coast and marine planning issues.
- High-quality written and verbal reports are prepared and presented to the Coast Protection Board to inform decisions on development applications and key planning matters.

## Essential Criteria (including qualifications)

- A relevant degree level qualification in planning, environmental management or a related field.
- Knowledge of the implications of coastal processes and ecological processes for coastal management and planning in South Australia.
- Experience in urban and regional planning, including experience in the assessment of development applications under the *Planning, Development and Infrastructure Act 2016*.
- Ability to interpret and apply legislation.
- Well-developed written and verbal communication skills, with a proven capacity to undertake consultation, provide expert advice on complex scientific and legislative issues, and prepare well-structured reports, briefings and recommendations.

- Proven ability to undertake research, collate and interpret information, and make recommendations.
- Demonstrated ability to build effective working relationships and collaborate with internal teams and external stakeholders to develop effective solutions to complex planning issues.

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## Desirable Criteria

- Understanding of the *Coast Protection Act 1972*, the *River Murray Act 2003*, the *Planning, Development and Infrastructure Act 2016*.
- Experience in the formulation and review of Planning and Design Code Amendments and assessment of complex development applications under the *Planning, Development and Infrastructure Act 2016*.
- Demonstrated knowledge and understanding of coastal processes, marine ecology, River Murray floodplain planning and/or land development and planning issues in South Australia.
- Corporate Membership to the Planning Institute of Australia or recognition under Section 101 of the *Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019*.

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## Key Relationships/Interactions

- Works closely with the Manager and staff of the Coast Unit.
- Liaises with branch Senior Staff, Executive Assistants, Boards and Committees and other business support staff.
- Liaises with local government and private developers to ensure developments conform to standards recommended by the Department and the Coast Protection Board and the Minister responsible for administering the *River Murray Act 2003*.
- Represents the Branch and Department at meetings with local government, state agencies, consultants, proponents and the public on coastal and River Murray planning matters.

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## Special Conditions

- You must be an Australian citizen, permanent resident, or provide evidence that you hold a valid working visa that allows you to work in Australia without restrictions.
- May be required to participate in responses to state emergencies or associated duties.
- A current class “C” driver’s licence and willingness and ability to safely operate a 4wd is desirable.
- Prior to being employed, the successful applicant will be required to obtain a National Police Check.
- May be required to undertake intra or interstate travel, overnight absences, and work outside of the normal hours of work.

Core Competencies	Elements	Behavioural Indicators
<b>Shapes Strategic Thinking and changes</b>	<ul style="list-style-type: none"> <li>• Thinking and Acting Strategically</li> </ul>	<ul style="list-style-type: none"> <li>• Raises potential options for consideration arising from research analysis.</li> <li>• Can identify and articulate potential issues and implications.</li> </ul>
<b>Achieves Results</b>	<ul style="list-style-type: none"> <li>• Delivering Effective Outcomes</li> <li>• Making Decisions</li> </ul>	<ul style="list-style-type: none"> <li>• Works with key stakeholders to problem solve over coming challenges and facilitate the achievement of outcomes. Ensures</li> </ul>

		decisions taken abide by relevant legislation, regulations and policies.
<b>Drives Business Excellence</b>	<ul style="list-style-type: none"> <li>Facilitating Quality and Continuous Improvement</li> <li>Directing resources</li> </ul>	<ul style="list-style-type: none"> <li>Keeps abreast of developments within the directorate/Agency. Re-negotiates timeframes when unexpected issues arise.</li> </ul>
<b>Forges Relationships and Engages Others</b>	<ul style="list-style-type: none"> <li>Influencing and Negotiating</li> <li>Maintaining Networks</li> </ul>	<ul style="list-style-type: none"> <li>Re-negotiates timeframes when unexpected issues arise. Builds trust in relationships through maintaining confidentiality and 'following through'.</li> </ul>
<b>Exemplifies Personal Drive and Professionalism</b>	<ul style="list-style-type: none"> <li>Modelling Public Sector Values</li> <li>Displaying Flexibility and Resilience</li> </ul>	<ul style="list-style-type: none"> <li>Is discrete and maintains confidentiality. Presents a positive and composed manner even in stressful situations.</li> </ul>

## Work Health and Safety

### Contribute to workplace safety

- Accepts responsibility for own and others safety.
- Actively participates in consultation about work, health and safety issues.
- Identifies and reports hazards and identifies risk controls where appropriate.

## Corporate Responsibilities

- Demonstrate appropriate and professional workplace behaviours that are in line with the [Code of Ethics](#) and the [South Australian Public Sector Values](#).
- Maintain a commitment to Equal Employment Opportunity, Diversity, Ethical Conduct, and record keeping within legislative requirements, according to the principles of the *Public Sector Act 2009*.
- Exhibit and promote the behaviours in line with *The way we work* outlined in the [DEW Corporate Plan](#).
- Actively participate in the Department's Performance Review and Development Program.
- Demonstrate appropriate and professional workplace behaviours that align closely with the White Ribbon message.
- Champion positive behaviours and conduct during all interactions with children and young people always adhering to the Child Safe Environment Policy and Procedure & Guideline.

Date Delegate approved original classification:	11/05/2023	Original Class method:	Full
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