

Role Description

(Manager)



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

Role Title: Manager, Coasts

Division: Biodiversity and Nature Economy

Classification Level: SM2

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

CHRIS Position Number: P53482

Reports to (Title): Director, Biodiversity Science, Coasts and Information

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

About the Role

The Manager, Coasts leads and manages a diverse team of policy, planning, scientific, engineering, technical and administrative staff responsible for supporting the Coast Protection Board (CPB), implementing the *Coast Protection Act 1972* (the Act) and delivering the Adelaide Beach Management Program This includes managing Coasts Unit advice to the Department and Minister for Climate, Environment and Water, and the development and implementation of strategic, planning, legislative and business reform projects.

The role also leads engagement with relevant government, environmental and industry sectors to achieve a range of coastal outcomes for the Department and the community.

Key Role Outcomes

- Complex and emerging coastal challenges are effectively managed through strategic leadership, innovative program delivery, and the direction of teams operating beyond established frameworks.
- Leadership is provided to ensure a safe, capable and high-performing team, with employees supported, motivated and accountable for outcomes.
- Statutory responsibilities under the Act and associated regulations are met.
- The Adelaide Beach Management Program is delivered in line with its objectives, informed by high-quality scientific, engineering, operational and stakeholder engagement advice, including critical analysis beyond established parameters.
- The CPB and the Department receives expert, evidence-based advice and guidance that supports effective decision-making, reflects the decision-making environment, and enables statutory functions.
- Strategy, legislation and business processes are aligned Government and CPB strategic directions.
- Departmental commitments and responsibilities relating to coastal program delivery are achieved.
- Effective relationships and partnerships are fostered across DEW, other state agencies, Commonwealth Government, Local Government, community partners and stakeholder groups.
- Human, financial and physical resources are effectively managed through appropriate planning, prioritisation and allocation to achieve business and strategic objectives.
- A positive and high-performing workplace culture is led and fostered in accordance with the SA Public Sector Code of Ethics, promoting customer service, learning and development, employee

safety and wellbeing, inclusion, creativity and innovation, and responsiveness to business and stakeholder needs.

- Provide timely and constructive feedback to subordinate staff to contribute to their effective performance and motivation and plan for their continued professional and technical development.

Essential Criteria (including qualifications)

[Must be addressed by candidates in written application letter (max 3 pages) in addition to CV unless advertisement advises otherwise]

- Demonstrated experience in effectively leading and managing teams in complex and evolving environments, including decision-making, resource allocation, change management, and fostering collaborative, high-performing cultures to achieve organisational goals.

Demonstrated capability in providing strategic leadership and delivering complex operational and innovative programs that address emerging issues, require sound judgement beyond established precedents, and achieve agreed business and strategic outcomes.

- Demonstrated experience in developing, implementing and reporting on business and strategic plans, including the delivery of program outcomes, regulatory reform and continuous business improvement initiatives.
- In-depth knowledge of coastal conservation, protection and management principles, including the interpretation and application of relevant legislative, regulatory and scientific information to support policy and operational outcomes.
- Highly developed analytical and problem-solving skills, including the ability to synthesise complex information from multiple sources, identify trends and gaps, and provide sound, evidence-based recommendations.
- Demonstrated experience in building productive relationships, influencing decision-making, and negotiating successful outcomes with a diverse range of stakeholders, partners and agencies.

Desirable Criteria

- A degree in environment, biological science, natural resource management or similar is desirable.

Direct reports

- Team Leader, Coastal Science and Monitoring (PO4 X 1.0 FTE)
- Team Leader, Coastal Policy and Governance (ASO8 X 1.0 FTE)
- Team Leader, Coastal Planning and Development (PO4 X 1.0 FTE)
- Team Leader, Coastal Operations and Engineering (PO4 X 1.0 FTE)

Key Relationships/Interactions

- The Chief Executive and relevant DEW executive staff
- The Chairperson and Members of the Coast Protection Board.
- Leadership teams and staff across DEW, other state agencies, Commonwealth Government and Local Government.
- Key staff in the Crown Solicitors Office and delegated government agencies.
- Peak bodies for coastal protection.

Special Conditions

- May be required to participate in responses to state emergencies or associated duties.
- 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.
- Prior to being employed, the successful candidate will be required to provide a valid Nationally Coordinated Criminal History Check (NCCHC), which is required to be renewed every three years. DEW will cover the cost of renewal.
- A current class “C” driver’s licence and willingness and ability to safely operate a 4wd is desirable.
- Inter and intrastate and remote area travel is required, including travel in light aircraft.
- May be required to undertake intra or interstate travel, occasional overnight and weekend absences, and work outside of the normal hours of work.

Core Competencies	Elements	Behavioural Indicators
Shapes Strategic Thinking and changes	<ul style="list-style-type: none"> • Motivating Others • Leading and Influencing change 	<ul style="list-style-type: none"> • Consistently influences others to achieve objectives, especially in times of change and difficult situations. • Identifies and drives strategic change initiatives. • Recognises the likely implications of change upon various stakeholders and is adept at working through these in a consultative way.
Achieves Results	<ul style="list-style-type: none"> • Delivering Effective Outcomes • Assuming Accountability 	<ul style="list-style-type: none"> • Demonstrates a purpose and persistence in driving for outcomes in programs and projects. • Fully accepts and wisely exercises the accountabilities and delegations of their role.
Drives Business Excellence	<ul style="list-style-type: none"> • Optimising performance 	<ul style="list-style-type: none"> • Ensures ongoing performance management to provide clarity of role, staff responsibilities and expected standards. • Proactive in building the capability of people by actively supporting learning opportunities and providing regular feedback on performance.
Forges Relationships and Engages Others	<ul style="list-style-type: none"> • Establishing and Maintaining Networks • Using Political Savvy 	<ul style="list-style-type: none"> • Thinks long-term about fostering key relationships and partnerships to optimise outcomes for the Agency. • Is confident, adept and flexible in dealing with a range of diverse internal and external stakeholders. • Is proactive in recognising areas of political sensitivity and risk and taking action towards a mutually beneficial outcome. • Pays attention to working collaboratively with a diverse range of

		internal and external stakeholders for the benefit of the agency.
Exemplifies Personal Drive and Professionalism	<ul style="list-style-type: none"> • Displaying Flexibility and Resilience 	<ul style="list-style-type: none"> • Adapts quickly and responds positively to the unexpected.

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](#) 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](#).
- As an individual it is your responsibility to actively participate in the Department’s Performance Review and Development Program. As a manager you are required to action the Performance Review and Development Program inclusive of 6 monthly reviews, for all employees for whom you are responsible.
- Recruit appropriately qualified and experienced staff to the unit/team.
- 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.

Original Date classified:	29/11/2023	Date reviewed:	12/5/2026
Class method/ Ref #:	Full Assessment	Reviewed by HR:	Principal HR Business Partner