Position Description

Senior Industrial Relations Consultant

Why work with us

Every child and young person deserves a great education.

We have a strategy that aims to unlock every child's potential now and into the future, one that in partnership with learners, students, parents and the wider South Australian community will build a world-leading public education system. One that is equitable and prioritises learning and wellbeing.

Together we will make our education system the best it can be.

When our children and young people thrive, so do our communities and our state.

Our values

We are part of the South Australian public sector and share the values of:

SERVICE	PROFESSIONALISM	TRUST	RESPECT	COLLABORATION & ENGAGEMENT	HONESTY & INTEGRITY	COURAGE & TENACITY	SUSTAINABILITY
We proudly service the community and the South Australian Government.	We strive for excellence.	We have the confidence in the ability of others.	We value every individual.	We create solutions together.	We act truthfully, consistently, and fairly.	We never give up.	We work to get the best results for current and future generations of South Australians.

About People & Culture

People & Culture is an enabling division that confidently shapes the workforce of today and is prepared for the opportunities of tomorrow. Our trusted advice and consistently high service standards underpin our reputation for reliability and excellence across the Department for Education.

We know what matters, keep things simple, and add value. We do this by leading through our leaders, sharing learnings for continuous improvement, and making every interaction count—so that it's clear you're working with People & Culture, wherever you are in the department.

Our service delivery principles underpin our approach:

- Fit for purpose – Simple and effective solutions for the department's needs
- Responsive support – The right resources, at the right time, for our customers
- Human centred – Relationships and people at the core of our work
- Strategic – Addressing current and future organisational needs
- Focused expertise – Using the best internal capability and, where needed, sourcing external specialists
- Insightful – Harnessing data to generate meaningful insights

These principles help ensure the department is always 'people ready'—now and for the future.

About this role

The Workforce Relations & Safety Directorate leads the development and implementation of the department's industrial relations strategy and manages key relationships with unions and professional associations. The directorate is also accountable for negotiating and implementing the Department for Education's enterprise agreements.

The Senior Industrial Relations Consultant brings specialist knowledge and operational expertise in industrial relations, government policy, and departmental frameworks. The role is responsible for resolving complex, sensitive and critical industrial relations matters and disputes, providing high-level consultancy advice, and leading complex projects and reviews relating to industrial relations and enterprise bargaining.

Working under broad direction, the role actively contributes to the development and implementation of strategic industrial relations policies that underpin workforce reform and drive successful enterprise bargaining outcomes.

Position title	Senior Industrial Relations Consultant
Classification	ASO7
Division	People and Culture
Directorate	Workforce Relations & Safety
Location	31 Flinders Street, Adelaide, with flexible working arrangements available
Reports to	Assistant Director, Industrial Relations & Policy
Direct reports	Nil
Role description date	November 2026

What you will do (key outcomes)

1. Provide high-level industrial relations advice by partnering with leaders and stakeholders across the department to manage complex, sensitive, and critical industrial relations matters and disputes, ensuring best practice resolution in line with department and government frameworks.

2. Actively participating in negotiations with unions, bringing positive outcomes that align with the workforce reform objectives.

3. Manage critical industrial issues and disputes, including participating in Tribunal, Equal Opportunity Commission, and other forums, by preparing documentation, representing the department.

4. Develop and implement policy, plans, and project documentation that support department's industrial relations strategy, clearly defining scope, outcomes, and responsibilities for enterprise bargaining initiatives and workforce reform.

5. Deliver specialist consultancy and support by providing expert advice on agency and government legislative frameworks, agreements, policies, procedures, and guidelines to departmental leaders and clients

6. Facilitate collaborative solutions by liaising with internal and external stakeholders to resolve complex industrial relations matters and contribute to the development and assessment of workforce reform proposals and good industrial relations practice.

7. Drive continuous improvement by leading or participating in reviews of industrial relations approaches, policies, and enterprise agreements, ensuring alignment with current legislative requirements and best practice.

8. Prepare high-quality reports, submissions, and briefings for senior management, department executives, and external bodies, ensuring consistent, clear communication and strategic alignment with departmental objectives.

9. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

Strategic Communication and Negotiation: Proven ability to communicate complex matters clearly and professionally, both verbally and in writing, including high-level influencing, negotiation and relationship-building skills

Policy Development and Implementation: Demonstrated ability to develop, implement, and review operational policy and strategy that supports the department's goals and corporate initiatives.

Analytical Thinking and Judgement: Expertise in analysing, evaluating, and exercising sound judgement on complex industrial and employee issues within a government context.

Stakeholder Engagement and Collaboration: Skilled in building productive relationships and liaising with executives, senior leaders, unions, and external agencies to achieve successful outcomes on sensitive and critical matters.

Project Leadership: Extensive experience in leading, managing, and delivering a diverse range of projects and programs to successful completion.

Industrial Relations and Legislative Knowledge: Comprehensive knowledge of industrial relations principles and practices, and relevant department legal frameworks and enterprise agreements

Commitment to Safety, Equity, and Inclusion: Demonstrate knowledge and commitment to promoting and creating a safe and inclusive work environment, and the legislative requirements of Equal Opportunity and Work Health and Safety legislation.

Who you will work with (key relationships)	Qualifications
Internal • Director, Workforce Relations & Safety • Assistant Director, Industrial Relations & Policy • Members of the Workforce Relations & Safety Directorate	**Essential:** Nil **Desirable:** A qualification in Law, Human Resources or other relevant tertiary qualification would be an advantage

• Department senior officers and employees **External** • Crown Solicitor's Office • Office for the Commissioner of Public Sector Employment & employee representative groups • Attorney-General's Department – Industrial Relations and Policy Branch • Enterprise Bargaining teams	

Corporate responsibilities	Special conditions
Keep accurate and complete records Act appropriately in line with the Public Sector Code of Ethics at all times Support diversity and promote an inclusive workplace for everyone Maintain a commitment to Work Health and Safety legislative requirements	You may need a current driver's license and be willing to drive You may be asked to work out of hours You may need to travel within or outside South Australia You need to achieve mutually agreed performance goals You must have a current Working with Children Check You must do Responding to Risks of Harm, Abuse and Neglect – Education and Care training You must be an Australian resident or provide evidence you have a current work permit

Assessed by: Tegan Palamaris, Advisor, People and Culture, Corporate Leader Advisory	Tegan Palamaris	**Approved by**: Sarah Watson, Assistant Director, Industrial Relations & Policy	
Date November, 2026		**Date:** November, 2026	