### Senior Policy Officer

### About the role

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| **Salary range and classification**  | $111,583 - $119,149 per annum. plus 12.75% employer superannuation contribution and 17.5% annual leave loading.Classification level AO6 |
| Briefcase outline**Employment type** | Permanent and Temporary, flexible full-time roles |
| **Hours of work**  | 36.25 |
| **Aperture outlineUnit and Division** | REZ and Transformation, Energy Division |
| **Primary location** | Brisbane |
| **Working relationships** | Reports to Manager, Direct reports Nil, Team size 19 |
| Construction worker male outline**Contact officer** | Ash-Lee Rantanen, Principal Policy Officerash-lee.rantanen@epw.qld.gov.au Ph: 0448 809 575 |
| **Watch outline Closing date** | Tuesday, 2 July 2024 **Job Reference no.** QLD/572150/24 |

### Why join the Department of Energy and Climate?

At the Department of Energy and Climate (DEC), we are driving energy and emissions transformation and climate action for Queensland, and delivering nation-leading government procurement.

We are achieving our vision of ‘powering today, securing tomorrow’ by working together to transform Queensland’s clean economy future through new energy, less carbon and more jobs.

We value and respect differences and the diversity of thought and experiences all our people bring. We encourage applicants of all genders, ethnicities, ages, languages, sexual orientations, disabilities and family responsibilities to apply.

Your employment experience will include flexible working options, competitive salary and benefits, generous leave entitlements and the chance to make a difference to Queenslanders.

Explore more about our department on  [our website](https://www.epw.qld.gov.au/)

## **Your role**

The Transformation team within the Department of Energy and Climate contributes to the Queensland Government’s commitment to provide clean, reliable and affordable power for generations.

As a key member of the team, you will be responsible for playing a key role in supporting Queensland achieving its renewable energy targets and delivery of the Queensland Energy and Jobs Plan. You will be responsible for providing high level advice and leadership on Queensland’s energy transformation, including supporting the review and update of the optimal infrastructure pathway in the Infrastructure Blueprint for Queensland to decarbonise its electricity system. Your role will also support the management and operation of new key governance and advisory bodies for a smooth, coordinated energy transformation.

**Your responsibilities**

As the Senior Policy Officer, you will be responsible for:

* Research, analyse and advise on complex policy and regulatory issues relating to the energy sector.
* Prepare, as directed, comprehensive, accurate and timely deliverables, such as briefing notes, submissions, presentations, speeches, publications, reports and correspondence.
* Liaise, consult and negotiate with other State Government and Commonwealth agencies, Government-owned corporations, market and regulatory entities, energy customers and representative bodies.
* Support the effective policy development through scoping and planning, establishing implementation arrangements, managing allocated resources and developing future work or reform programs.
* Exercise judgement to effectively manage competing priorities while working collaboratively with colleagues, or individually, to deliver workloads on time and which meet customer’s expectations.
* Contribute to a positive and effective team culture by participating in work area goal-setting, service improvement and other Unit/Divisional activities.
* Develop and maintain strong working relationships with key stakeholders both internal and external to Government.
* Other tasks as directed.

**About you**

We recognise and celebrate that everyone is unique and we are looking to find the [eligible person](https://www.legislation.qld.gov.au/view/html/asmade/act-2022-034#ch.3-pt.4) best suited to the role.

In deciding who is best suited to this role, we may consider:

* the skills, experience, qualifications, knowledge and behaviours/personal qualities that you would bring to the role
* your potential to make a future contribution to the department (including the extent to which you have the potential for development)
* how you may contribute to the department’s [workforce diversity objectives](https://www.epw.qld.gov.au/__data/assets/pdf_file/0029/47729/equity-diversity-respect-inclusion-plan-2024-26.pdf).

To thrive in this role, you will need to demonstrate the following:

* Analyses issues in a critical and insightful manner, adapts to change requirements and develops prompt, considered responses.
* Provides timely information and advice, tailors messages to stakeholder needs and considers a diversity of perspectives to achieve mutually beneficial outcomes.
* Works with the team and stakeholders to develop shared objectives, recognises their own role in achieving results and shows persistence in the face of challenges.
* Develops a keen awareness of strengths and development needs, actively seeks feedback and takes personal ownership to expand knowledge and experience.
* In addition, the role requires the leadership capabilities of an Individual Contributor as outlined in the [Leadership competencies for Queensland booklet](https://www.forgov.qld.gov.au/leadership-competencies-queensland).

## **Qualifications and/or conditions**

* Experience in energy policy development, network regulation or national market reforms would be highly regarded but not essential. Applicants must have the ability and willingness to acquire this knowledge as part of the role.

**Pre-employment checks**

Pre-employment checks will occur prior to any offer of employment being made. Checks may include:

* Serious discipline history declaration
* Proof of eligibility for appointment to the public sector
* Referee checks from current or previous direct supervisors

**Further information**

* We strongly encourage applicants from all life experiences and backgrounds to apply. Please tell us about any additional support or adjustments, such as building access, physical requirements, or assistive technologies, that will better enable you to shine during the recruitment process.
* The Department of Energy and Climate is committed to building a culture that respects, protects, and promotes human rights, inclusion, and diversity in all that we do and the decisions that we make.
* Applications will remain current for a period of up to 12 months and may be considered for other vacancies (identical or similar) which may include an alternative employment basis (temporary, full time or part time).
* Further information including in relation to pre-employment checks, probationary periods and the recruitment process can be found in the accompanying “Applicant Guide”.

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| **How to apply** | Apply online via the [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au) website and upload your:* **Resume:** This should include the contact details of at least two referees who have thorough knowledge of your conduct and work performance within the previous two years.
* **Cover letter:** This is to be no more than 1-2 pages and must not be a restatment of your resume. Please address how your experience, knowledge, skills, personal qualities, and your potential for development make you suitable for this role.
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The Queensland Government is reframing its relationship with Aboriginal peoples and Torres Strait Islander peoples.

This can only be achieved by working in partnership as we move forward together with mutual respect, recognition, and a willingness to speak the truth about our shared history.

At the Department of Energy and Climate, we value the relationships and contributions Aboriginal peoples, and Torres Strait Islander peoples make to our diverse and inclusive workforce and the people of Queensland.

*Building Communities*

*Art by Casey Coolwell-Fisher, Chaboo Designs*