**Senior Policy Officer, PO3**

**Healthy Waters and Wetlands, Landscapes, Water and Natural Capital Division, Environment and Heritage Policy & Programs**

This role is open to all applicants, however applicants with disability or who identify as Aboriginal and/or Torres Strait Islander that meet the minimum requirements for the role will be given priority consideration and invited to participate in the next selection activity.

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| **Duration** | Temporary until 30 May 2025 with the possibility of extension | **Annual Salary** | $95,747 - $104,278 p.a.  |
| **Type of appointment** | Temporary Full-Time | **Position number** | 761804 |
| **Location** | Brisbane/Flexible  | **Contact** | Kim Piercy, Manager Kim.Piercy@des.qld.gov.au, (07) 3330 5592 |
| **Closing Date** | Tuesday, 09 July 2024 | **Job Ad Reference (JAR)** | QLD/572540/24 |

The [Department](http://www.psc.qld.gov.au/about-us.aspxhttp%3A/www.psc.qld.gov.au/about-us.aspx) of Environment, Science and Innovation

The Department of Environment, Science and Innovation (DESI) recognises the enormous value a clean environment, innovative society and economy, and a diverse and inclusive culture makes to Queenslanders’ lives. As a diverse organisation, the department brings together environment, heritage protection, national parks, science and innovation to help achieve government objectives for a better Queensland.

We value and are committed to:

* building inclusive cultures in the Queensland public sector that respect and promote [human rights](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.forgov.qld.gov.au_humanrights&d=DwMFAg&c=tpTxelpKGw9ZbZ5Dlo0lybSxHDHIiYjksG4icXfalgk&r=W4Gweh5POIqUFNTEU92Jny_3m0ZH7_MyCNsZ6WbxI2w&m=DP2ZLFkNwNjdifpUVipAQaVEBuedVVc4i5VxMuP_IJE&s=n8IaVLsBmceOUzhioUYLOvzCEJhlCoAknsTUtJUryPc&e=) and [diversity](https://urldefense.proofpoint.com/v2/url?u=https-3A__www.forgov.qld.gov.au_inclusion-2Dand-2Ddiversity-2Dcommitment&d=DwMFAg&c=tpTxelpKGw9ZbZ5Dlo0lybSxHDHIiYjksG4icXfalgk&r=W4Gweh5POIqUFNTEU92Jny_3m0ZH7_MyCNsZ6WbxI2w&m=DP2ZLFkNwNjdifpUVipAQaVEBuedVVc4i5VxMuP_IJE&s=koW3J_GJiZzzdkvt7CTYJukNsnFmkSdIgcEJAKnkghA&e=).
* strengthening our culture which values results, professional growth, workforce diversity and a healthy balance between work and life commitments.
* encouraging and supporting employees as individuals in an inclusive environment by embracing our differences and applying diverse and inclusive thinking to our business.
* the values of the Queensland Public Sector: customers first; ideas into action; unleash potential; be courageous; and empower people.

The department is proud to be an accredited White Ribbon Workplace. Domestic and family violence has no place in homes, communities or workplaces and we are committed to preventing violence and supporting employees affected by domestic and family violence.

At DESI we recognise, respect and value First Nations people and cultures.  We are progressing self-determination by recognising the rights and interests of First Nations people. We are investing in a culturally connected and agile organisation, with the skills and experience we need to support better outcomes for First Nations people. We are taking action in fundamental areas like employment and procurement, and by building strong and sustainable partnerships with First Nations organisations and communities. We are focused on working with First Nations people to improve service design and delivery, knowing that this will deliver better outcomes for all of Queensland.

More information on the department’s functions, focus and the type of organisation we are, can be found on our [website](https://www.des.qld.gov.au/our-department/employment).

# Your contribution

The Senior Policy Officer is a role in which you will deliver work programs with a focus on supporting the effective management of urban stormwater quality across Queensland, including erosion and sediment control and water sensitive urban design. A key focus of the role will be engagement with internal and external stakeholders to establish relationships and cultivate support for the development, and implementation of partnership programs to reduce the stormwater impact of urban land development and its construction on waterways and catchments, including management of grant programs. More generally, the role leads the activities in support of the development, communication, stakeholder engagement, governance, implementation and review of relevant policy and legislation; including the State Planning Policy 2017: State Interest – Water Quality.

Travel statement

* This position is based in Brisbane but may require travel to other locations from time to time, including overnight stays.

# Your role

As the **Senior Policy Officer** you will:

* Develop, coordinate, and provide input into strategic science, technical, policy and legislation projects within the Department's responsibilities for urban stormwater quality management and research, including erosion and sediment control and water sensitive urban design.
* Contribute to managing multidisciplinary projects and the delivery of associated products within tight timeframes both independently, within a team, and with external stakeholders, including industry and local governments.
* Liaise, negotiate, develop and maintain highly effective relationships with internal and external clients including government agencies, local governments and key industry bodies.
* Develop, research, analyse and implement urban stormwater quality management and on-ground capacity building programs for South East Queensland and the Great Barrier Reef catchments.
* Provide professional and technical policy advice on matters relating to urban stormwater quality management in Queensland, including concise ministerial correspondence, briefings, data analysis, planning support requests and document review.
* Foster a workplace culture that supports and promotes the interests of First Nations people and actively engage through our work to contribute to better outcomes for First Nations people.

# What we are looking for

We’re looking for the best suited applicant for the role. We’ll do this by assessing your eligibility and your suitability to undertake the requirements of the role (including, where relevant, the way you carried out previous roles). We’ll also consider your potential to make contributions to the department and how your engagement would support our commitment to equity, diversity, respect and inclusion.

This position requires:

* Demonstrated ability to manage complex urban stormwater quality management and erosion and sediment control projects within a dynamic, professional environment, with a focus on accountability and outcomes.
* Demonstrated research, analytical, critical evaluation, and/or problem-solving skills to assess complex issues in relation to environmental and water quality issues across science, technical, policy and legislation projects.
* Demonstrated ability to work autonomously, proactively, respond flexibly to change, meet deadlines, establish priorities and work as an effective member of a team to successfully contribute to organisational objectives.
* Demonstrated high-level written and verbal communication, consultation, negotiation, and liaison skills to represent the department professionally with key stakeholders and industry in complex circumstances.
* Thorough knowledge of, or ability to acquire thorough knowledge of, Queensland Government agreements, policies and legislation relevant to urban stormwater quality management under the State Planning Policy 2017: State Interest – Water Quality, and the Environmental Protection (Water and Wetland Biodiversity) Policy 2019.
* Contribution to workplace equity and diversity that enriches our culture of safety, innovation, respect and inclusion.

Every staff member is expected to role model leadership behaviours. This role requires the **Individual Leader** leadership capabilities as outlined in the [Leadership competencies for Queensland booklet](https://www.forgov.qld.gov.au/leadership-competencies-queensland).

# Eligibility requirements

## Citizenship/Visa

To be eligible for employment in this position, you must be an Australian citizen, have permanent residency status or a visa permitting you to work in Australia. If you are not an Australian citizen you will need to provide evidence of your residency status or visa, with your right to work (including any conditions / restrictions) prior to engagement. You are required to notify the department if your right to work in Australia ceases.

## Qualifications

To be eligible for employment in this position, you must hold a degree in environmental science, environmental engineering or agreed equivalent. You will need to provide a copy of your qualifications, with originals sighted prior to engagement. Please contact Kim Piercy if you have queries regarding equivalency.

If your qualification is from an overseas institution, you are responsible for obtaining official recognition (see <https://desbt.qld.gov.au/training/training-careers/osqrecognition>). You will be required to provide this prior to engagement.

## Licences

It is desirable, but not essential, for the occupant of this position to hold an unrestricted manual or automatic driver’s licence. You will need to provide a copy of your driver’s licence, with the original sighted prior to engagement. Employees may be occasionally required to drive government vehicles as part of field work.

## Aboriginal and/or Torres Strait Islander Priority Consideration

Aboriginal and/or Torres Strait Islander priority consideration applies to this role. As an equal opportunity measure under section 105 of the [*Anti-Discrimination Act 1991 (QLD)*](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1991-085), priority consideration will be given to Aboriginal persons and Torres Strait Islander persons. Aboriginal applicants and Torres Strait Islander applicants who meet the minimum requirements for this role will be invited to participate in the next selection activity.

An Aboriginal and/or Torres Strait Islander person is one who identifies as an Aboriginal and/or Torres Strait Islander person and either:

* is of Aboriginal and/or Torres Strait Islander descent; or
* is accepted as an Aboriginal and/or Torres Strait Islander by the Aboriginal and/or Torres Strait Islander community in which they live.

To enable the selection panel to confirm that you are eligible for priority consideration, the panel requires:

* your written assertion that you are of Aboriginal or Torres Strait Islander descent.

## Diverse Ability Priority Consideration

Diverse ability consideration applies to this role. As an equal opportunity measure under section 105 of the [*Anti-Discrimination Act 1991 (QLD)*](https://www.legislation.qld.gov.au/view/html/inforce/current/act-1991-085), priority consideration will be given to persons with disability. Diverse Ability applicants who meet the minimum requirements for this role will be invited to participate in the next selection activity.

To enable the selection panel to confirm that you are eligible for priority consideration, the panel requires:

* your written assertion that you are a person with disability.

# Benefits and conditions

For a full list of benefits and conditions that come with this role please see our departmental website: <https://www.des.qld.gov.au/our-department/employment/why-work-with-us/information-for-applicants>

# How **to** apply

The selection panel will assess your ability to perform the work required of the position based on your application and other selection processes which may include an interview and/or work test. Pre-employment checks, including referee checks will be conducted.

To apply, lodge an application online at [www.smartjobs.qld.gov.au](http://www.smarjobs.qld.gov.au) that consists of the following:

* your current resume of no more than six pages
* a short two page statement that briefly describes why you are the best suited person for this role––noting, our department values equity and diversity so please include information that will help us understand how you could contribute to our workforce diversity.
* evidence of the above listed [**Eligibility Requirements**](#_Mandatory_requirements) to confirm your eligibility.

If you need any additional support or adjustments during the recruitment process to help you demonstrate your ability to meet the inherent requirements of the role, please contact Kim Piercy.

**Submitting your application**

* Applying online through the Smart Jobs and Careers website [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au) is the preferred means to submit an application. To do this, access the ‘apply online’ facility on the Smart Jobs and Careers website. You will need to create a ‘My SmartJob’ account before submitting your application.
* By applying online, you can track your application through the process, maintain your personal details through registration and withdraw your application if required.
* If you experience any technical difficulties when accessing [www.smartjobs.qld.gov.au](http://www.smartjobs.qld.gov.au) please contact 13 QGOV (13 74 68). All calls relating to the status of your application once the job has closed should be directed to the contact officer on the position description. If you do not have internet access and are unable to submit your application online, please contact the QSS Customer Support Team on 1300 146 370, between 9am to 5pm Monday to Friday, to enquire about alternative arrangements.
* Late applications cannot be submitted via the Smart Jobs and Careers website, so please allow enough time before the closing date to submit your application. If approval has been granted by the Selection Panel for a late application to be considered, please contact the QSS Customer Support Team on the number above to arrange.
* Hand delivered applications will not be accepted.

**Additional information**

* Criminal history checks may be undertaken on the recommended applicant(s). A criminal conviction or charge will not automatically exclude an applicant from being considered for employment with the department. If information is received that may exclude you from further consideration, you will be given an opportunity to respond and your response will be taken into account in the evaluation process.
* If you are the recommended applicant, you will be required to disclose any serious disciplinary action taken against you in public sector employment.
* If you are the successful applicant, the department will work with you to ensure reasonable adjustments are made in the workplace to enable you to work safely and productively.
* A probationary period of three months will apply to external appointees.
* All newly employed public sector employees are obliged to provide their chief executive with a disclosure of employment as a lobbyist in the previous two years.
* Applications will remain current and may be considered for identical/similar vacancies, provided employment commences within 12 months of the closing date of the original vacancy.