Senior Workforce Development Officer (AO6)

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| --- | --- |
| Unit | Workforce Strategy and Analytics |
| Group | Workforce Strategy, Analytics and HR Systems |
| Command | Human Resources |
| Location | Brisbane |



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| --- | --- | --- |
|  | **Role Type:** | Permanent full time flexible |
|  | **Salary:** | $114,625 to $122,400 p.a. |
|  | **Contact:** | Howard Turrall 3015 3422 Turrall.HowardD@police.qld.gov.au |
|  | |
|  | **Job Ref.** **No.:** | QLD/578519/24 |
|  | **Closing Date:** | Monday, 5th August 2024 |

Working relationships

**Reports to:** Manager, Workforce Strategy and Analytics

**Direct reports:** 0



|  |  |  |
| --- | --- | --- |
|  | **Role Type:** |  |
|  | **Salary:** | QSS to complete |
|  | **Contact:** |  |
|  | **Job Ref.** **No.:** | QSS to complete |
|  | **Closing Date:** | QSS to complete |

Working relationships

**Reports to:**

**Direct reports:**

**QPS PD Ref No:** Click or tap here to enter text.

Date of Review:

d

Our Workplace

We are committed to building inclusive cultures that respect and promote **human rights**, **diversity, and inclusion**.

We provide equal opportunities for everyone in our organisation, irrespective of gender, culture, generation, sexual orientation, or disability. We promote a respectful workplace culture that is free from all forms of harassment, workplace bullying, discrimination, and violence. We embrace the benefits of supporting and retaining a mobile, flexible, and agile workforce.

**Be a pivotal part of one of Queensland’s biggest teams #qldpolice. Find your change here!**

Our Team (Where You Will Be Working!)

The Workforce Strategy team is a small dynamic team responsible for supporting the Queensland Police Service (QPS) workforce and human resource planning process. The Workforce Strategy team works closely with our Data Analytics team, HR Business Partners and key stakeholders across the QPS and public sector to develop and implement key workforce strategies with whole of service implications, including the QPS Strategic Workforce Plan, QPS Strategic Workforce Action Plan, QPS Equity, Diversity and Inclusion Plan and QPS Disability Service Plan. Workforce Strategy is a newly established team within Human Resources Division, and as such, this role offers a unique opportunity to build our capability and meet the strategic level challenges and opportunities facing the QPS.

Your role will assist in preparing our workforce for the future by identifying opportunities, collaborating with our stakeholders, and implementing communication and engagement strategies to drive meaningful change.

QPS PD Ref No:AS0195

**QPS PD Ref No:** Click or tap here to enter text.

Date of Review:

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QPS PD Ref No:Click or tap here to enter text.

## Your key accountabilities

The core capability requirements for this role are:

* Contribute to the identification, development and implementation of evidence based future oriented initiatives that will support the development of contemporary skills and competencies across our workforce.
* Deliver internal and external communications to promote and align current workforce strategies and actions with the QPS strategic objectives.
* Establish and maintain networks and partnerships with internal and external stakeholders and collaborate to develop and implement workforce strategies and organisational workforce change initiatives.
* Undertake high level research and analysis to identify and monitor trends, best practice, and emerging issues on strategic workforce planning and provide recommendations and advice on opportunities for continuous improvement.
* Prepare and review reports, briefings, submissions, and other written documents for internal and external reporting, senior management, and other diverse audiences.
* Deliver presentations and reports to senior executives and represent the business unit and service at internal and external forums.

## Leadership stream

[*Leadership Competencies for Queensland*](https://www.forgov.qld.gov.au/__data/assets/pdf_file/0025/182527/leadership-competencies-for-queensland-brochure.pdf) describes what highly effective, everyday leadership looks like in the public sector regardless of whether the role has responsibilities to manage or lead others.

Your application needs to demonstrate the behaviours of the Leadership stream indicated below.

Be prepared to discuss / reflect on these behaviours in the event you are invited to attend an assessment interview.

This role has been identified as Individual contributor.

**Individual contributor**

*Leading Self*

**Team leader**

*Leading others   
and/or projects*

**Program leader**

*Leading teams and/or   
programs*

**Executive**

*Leading the function*

leadership

specialist/technical

Balance of leadership and technical responsibility





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## Role Requirements

|  |  |
| --- | --- |
| Mandatory | Nil. |
| Qualification | Nil. |
| Technical/ Operational/ Educational experience | Nil. |
| Other | Nil. |

## How to apply

Submit a written statement of no more than 2 A4 pages outlining your suitability for the position by addressing the by addressing the Key Accountabilities at the level of the Leadership stream indicated. Your statement should include examples of previous performance and demonstrate leadership behaviours at the level of the Leadership stream.  
  
Please use examples from your work to date to showcase how your skills and experience match the requirements of the role.

Refer to the ***Applicant Guide*** for additional information on how to apply.

## Other Information

Appointment to this position will be made pursuant to the provisions of the *Public Sector Act 2022*.

Terms and conditions of employment will be in accordance with the Queensland Public Service Officers and Other Employees Award - State 2015 and the current Queensland Police Service Staff Members Certified Agreement 2023.

Refer to the **Applicant Guide** for further essential information relating to this role including Police Security Checking Guidelines, eligibility for appointment and other important conditions that apply to this employment.

The Queensland Police Service (QPS) is collecting information for the purpose of processing your application for an advertised QPS vacancy. The collection of this information is authorised by the *Police Service Administration Act 1990*.

Applications will remain current for 12 months.

