

# Role Statement



TITLE OF POSITION: Senior Facilitator Engineering and Maintenance  
CLASSIFICATION LEVEL: ASO-6

## Organisation Overview

The Department of Planning, Transport and Infrastructure (DPTI) serves the South Australian community by providing safe, effective and efficient planning, transport and infrastructure networks across the state and facilitating development of the State's Infrastructure, in accordance with South Australia's Strategic Plan and the State Infrastructure Plan.

DPTI is a values based organisation and relies on its people to live the values through positive behaviours to improve outcomes for employees and all South Australians.

By working together we capitalise on a unique and powerful opportunity – to connect with every part of our community and deliver positive outcomes every day.

## Division

People and Business Division comprises of four directorates: Customer Experience, Investment Services, Information Services and People and Performance.

People and Performance directorate focuses upon maximising employee engagement and performance across the Department.

## Role Overview

The Senior Facilitator Engineering and Maintenance (E&M) is accountable to the Team Leader Training (E&M) for providing managers and employees in the rail functions of DPTI with specialist advice and services relating to learning and development. This includes the design, development and review of learning and development material (for example on-line solutions) across the rail functions of the organisation, for ensuring quality assurance of all training documentation developed and delivering special projects to address strategic learning and development issues.

A key focus is to undertake a designated facilitation role and model professional practice and innovation in a range of teaching methodologies in the rail operations environment. The role is responsible for consultation and liaison across a range of stakeholders, including the need to achieve positive and workable collaborations with technical and non-technical staff to support learning outcomes.

Directorate:  
Position Number:  
ANZCO Code:  
Location: #ASO6 Template 9394330



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

## Key Outcomes of the Role

The Senior Facilitator E&M is required to undertake a wide range of activities which may include all or any of the following:

- a. Planning, developing, managing and evaluating assigned agency programs, projects, systems, policy development processes and/or services that deliver DPTI's objectives, including the implementation of change initiatives.
- b. Motivating and/or mentoring staff and coordinating resources and stakeholders to deliver assigned agency programs, projects, systems, policy development processes and/or services.
- c. Resolving complex issues with innovative solutions that are consistent with Agency objectives and demand a significant level of responsibility for aspects of State, regional and/or local programs.
- d. Undertaking critical, sensitive and/or complex research, analysis and reporting relating to key data trends and policies that impact on successful completion and implementation of assigned programs, projects, systems and/or services.
- e. Providing expert policy input and advice to management and stakeholders regarding current relevant discipline developments and issues related to assigned agency programs, projects, systems and/or services.
- f. Managing critical, sensitive and/or complex information and consultation processes with stakeholders and across government agencies.
- g. Contributing to a safe, diverse and healthy work environment free from discrimination and harassment by working in accordance with legislative requirements, the [Code of Ethics for the South Australian Public Sector](#), equal employment opportunity and departmental human resource policies, including Work Health Safety and Wellbeing requirements.
- h. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

## Special Conditions and Essential Requirements

Some out-of-hours work will be required. Intra/interstate travel necessitating overnight absences may be required.

### **Qualifications / Licences**

- a. Relevant vocational competency in the rail engineering and maintenance environment.

### **Person Capabilities**

- a. Demonstrated understanding of Aboriginal and Torres Strait Islander peoples' cultures and social issues, with the ability to recognise and address barriers to Aboriginal and Torres Strait Islander people's participation in departmental policies, programs and services.
- b. Facilitates DPTI's cultural change by leading, modelling and engaging the workforce to embrace and exhibit the DPTI values and behaviours including:
  - i. **Collaboration** – "At DPTI we work collaboratively as one team to serve the South Australian Community. This means our diversified teams work together to achieve our shared goals."

- ii. **Honesty** – “At DPTI we are honest, open and act with integrity. This means we are truthful, sincere and transparent in our decision making and act at all times in such a way as to uphold the trust of the people we work with.”
  - iii. **Excellence** – “At DPTI we are committed to excellence in everything we do. This means we use our energy, skills and resources to make whatever we’re doing the best. We are committed to ensuring the Health and Safety of our employees and customers.”
  - iv. **Enjoyment** – “At DPTI we enjoy our work and recognise our success. This means we have fun at work, celebrate our achievements and foster an environment where our people can thrive”.
  - v. **Respect** – “At DPTI we respect, understand and value ourselves and every person in our business. This means we listen, embrace diversity in others and have a consistent application in our approach to one another.”
- c. Drives a culture of integrity, professional accountability and diversity across the department and across government, and through community interactions in line with the SA Government's Code of Ethics and the *Equal Employment Opportunity Act 198.7*
  - d. Demonstrates commitment and accountability to the implementation of the Premier’s Safety and Wellbeing Declaration and requirements of the *Work Health and Safety Act 2012*, utilising AS/NZS ISO31000:2009 Risk Management or equivalent.
  - e. Delivers customer focused and strategically aligned services and practices using effective verbal and written communication to successfully engage stakeholders and negotiate complex matters.
  - f. Significant experience in efficiently managing resources to develop, deliver, evaluate and improve programs, projects, systems, policies, services and staff performance.
  - g. Significant experience in successfully developing, implementing, evaluating and improving programs, projects, systems, policies and/or services requiring the efficient utilisation of resources and the performance management and development of staff.
  - h. Well-developed knowledge of the discipline and the issues, risks, trends and directions associated with the span of assigned functions including an understanding of social, economic and commercial considerations.

Delegate Approval

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Name

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Signature

Date: / /