

# Role Statement



TITLE OF POSITION: TEAM LEADER

CLASSIFICATION LEVEL: PO-4

## 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

The Development Division provides a focus upon the economic opportunities that need to be realised to bring investment and employment to the State. The Development Division comprises 6 directorates: Information and Strategy, Investment Management, Architecture and Built Environment, Property, Planning and Transport Policy, and the Office of Recreation and Sport.

The Investment Management Directorate is responsible for assessing private development of State significance, in areas of strategic significance to the State, and out of Councils, that are determined by the Development Assessment Commission. The Directorate is also responsible for assessing and advising on Major Development and projects, Crown development and State Infrastructure projects determined by the Governor and/or Minister for Planning. In addition the Directorate manages the State's land division system (applications, approvals and title registration), and the Planning and Development Fund.

The Division has an underlying can do attitude and a willingness to bring people together to find solutions to often complex problems. The Directorate is based on strong, repeatable processes and systems and growing relationships with key stakeholders that seek to set exemplary examples through continuous improvement, cultural reform and education.

Directorate:  
Position Number:  
ANZCO Code:  
Location: #PO4 template #9367754



Government of South Australia  
Department of Planning,  
Transport and Infrastructure

## Role Overview

This role is a key leadership and management role within the Division that is responsible for providing strategic leadership in the development and implementation of innovative solutions. The key focus areas for this role include leading:

- A responsive culture that delivers key programs or projects.
- Stakeholder management and engagement.
- Effective resources management.
- Implementing reform.
- Provision of expert advice for major, complex and contentious State significant development.

The role reports to the Unit Manager and is expected to collaborate across all stakeholder groups to deliver the priorities of the organisation.

## Key Outcomes of the Role

The **Team Leader** is required to undertake a wide range of activities which may include all or any of the following:

- a. Providing leadership and evidence based strategic, policy and development advice about the South Australian planning system and land use governance arrangements.
- b. Providing expert advice and recommendations to the Development Assessment Commission, Minister for Planning, Cabinet and/or the Governor on development applications and any other planning matter as required.
- c. Exercising delegated authority on behalf of the Department, Minister, and/or Development Assessment Commission as required, exercising professional judgement.
- d. Determining and managing the professional standards, objectives and priorities of assigned programs, projects, assets, systems and/or services that are consistent with the agency's objectives, including leading and managing change initiatives.
- e. Managing the resources and implementation of new and high level programs and/or major investigations of significant importance to the State to satisfy the government's objectives or the agency's corporate goals.
- f. Managing and motivating staff, clients and others in the achievement of difficult and sometimes conflicting objectives.
- g. Resolving very complex issues with innovative solutions that are consistent with Agency objectives and national and international developments.
- h. Providing expert specialised advice and consultancy to senior management, external stakeholders and inter-agency committees regarding current relevant developments in the discipline and their potential implications to agency policies and strategic plans.
- i. 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.
- j. Contributing to a high standard of customer service for internal and external clients and quality management and risk.

## Special Conditions and Essential Requirements

- a. Extensive understanding of, and ability to interpret, the legislative requirements and procedures associated with the *Development Act 1993*.
- b. Extensive experience in strategic land-use planning with high level expertise in multiple areas across development plan policy, assessment, transport or infrastructure planning and/or spatial land-use planning.
- c. Extensive experience in providing expert advisory and consultation services at a senior level, including providing a balanced view of conflicting perspectives and representing the department in politically sensitive and controversial matters.

### **Qualifications / Licences**

- a. A recognised degree or recognised post graduate qualification in the discipline of planning or such qualifications in urban and regional planning, or geography or related disciplines.
- b. Current Driver's License.

### **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 1987*.

- d. Drives a culture of commitment and accountability in 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 and engages with stakeholders to successfully negotiate sensitive, critical or complex matters.
- f. High level experience in leading, motivating and influencing professional and technical staff, driving and evaluating professional and operational objectives for improved service performance across strategically aligned functions.
- g. Highly developed discipline knowledge, and experience in advising on, the issues, risks, trends and directions associated with the unit's programs, including developing innovative solutions and implementing change while mitigating risk.
- h. Demonstrates ability to work under broad direction in the determination of goals, standards and priorities, act with urgency, and provide timely, concise written and verbal communications to people at all levels.

Delegate Approval

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Anita Allen

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Signature

Date:     /     /