

**POSITION DESCRIPTION**

Landscape Planner (Master Plans)  
(POS2630, POS2631)

<b>Directorate:</b> Planning and Design	<b>Department:</b> Infrastructure Planning
<b>Position Grade:</b> 12 – 14 broad-banded	<b>Reports to:</b> Coordinator Buildings and Open Space Planning
<b>Last review:</b> June 2026	<b>Next review:</b> June 2028 <b>Version No.:</b> 2.2

**Position purpose:**

As Landscape Planner you will contribute to the environment, health and wellbeing of Liverpool City Council’s current and future population through detailed analysis, evidence-based planning and site recommendations in parks and open space.

**Key accountabilities/responsibilities:**

Responsible for:

- As Landscape Planner you will contribute to the environment, health and wellbeing of Liverpool City Council’s current and future population through detailed analysis, evidence-based planning and site recommendations in parks and open space.
- This role is responsible for leading in the planning, development and master planning of parks and open space through the preparation of park plans of management, masterplans for parks and functional briefs to ensure delivery can be budgeted and scheduled.
- In developing Park Plans of Management and Park Master Plans you will ensure that opportunities are identified for quality improvements and that planning considers the equitable allocation of recreation and sporting opportunities within parks, balancing the needs of various user groups.
- This role will undertake high levels of community engagement in the development of plans and will also work collaboratively across Council to ensure that both internal and external stakeholder engagement is undertaken.

**Decisions made in the position:**

- Identify innovative open space design solutions which contribute to and operate within a broader open space and recreation strategy.
- Provide significant contribution to the efficient and effective management of landscape construction contracts for projects that have progressed to delivery.
- Seek the continuous improvement of service delivery and strategic outcomes.
- Provide diagrams, plans, cost estimates and other documentation required for proposed open space projects.

**Decisions referred:**

- Structural change to work program, approach and practices.

**Key issues/challenges:**

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- Rapid City growth and development.
- Significant cultural diversity.
- Managing community and Council expectations.
- Working effectively as part of a multi-disciplinary team.
- Working outside normal business hours as required.
- Developing an evidence-based, solution focused outcomes approach.

### Key working relationships:

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Director Planning and Design</li></ul>                  | <ul style="list-style-type: none"><li>• Mayor and Councillors.</li></ul>   |
| <ul style="list-style-type: none"><li>• Manager Infrastructure Planning</li></ul>               | <ul style="list-style-type: none"><li>• Internal stakeholders including Infrastructure Planning, Strategic Planning and Recreation Services.</li></ul> |
| <ul style="list-style-type: none"><li>• Coordinator Buildings and Open Space Planning</li></ul> | <ul style="list-style-type: none"><li>• External stakeholders (Government and non-government organisations, community, and private sector).</li></ul>  |

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## POSITION SPECIFICATION

*This section needs to be addressed in any application for this position.*

**Addressing the essential and desirable selection criteria individually is highly recommended as it allows the selection committee to assess how you meet the criteria in a clear and concise way. Applicants who do not meet the essential criteria will not be considered.**

### ESSENTIAL CRITERIA

#### Qualifications/Licences

- Tertiary qualifications in landscape architecture or a relevant field, or equivalent practical experience in recreation and open space planning within parks and sporting grounds or equivalent.
- Current NSW Class C Driver's Licence.

#### Experience

- Proficiency in evaluating community open space and recreational requirements.
- Capability to evaluate and offer professional guidance on Development Applications.
- Background in reviewing, formulating, and executing parks plans parks and open space master plans.

#### Knowledge and Skills

- Experience in using Adobe Creative Suite (Photoshop, InDesign, Illustrator), Sketchup and AutoCAD Software.
- Knowledge of emerging trends, principles and best practice in relation to landscape planning, landscape architecture, recreation planning, open space planning, or a relevant field.
- Knowledge of legislation relating to plans of management and the use of community land.
- High level verbal and written communication skills and ability to make a case for change.
- Analytical, creative thinking and problem-solving skills.
- Knowledge of Workplace Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and cultural diversity.
- A demonstrated knowledge of contemporary landscape design practice and philosophy with the ability to critically assess and apply these concepts.
- A demonstrated understanding and appreciation of Ecologically Sustainable Development principles and practice.
- Demonstrated thorough horticultural knowledge.
- Knowledge of community consultation processes.

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### DESIRABLE CRITERIA

#### Qualifications/Licences/Experience/Knowledge and Skills

- Well-developed understanding of the issues facing regions experiencing significant growth.
- Experience in the development of plans of management for parks and open space.
- Experience working in a government related role.
- Knowledge of local government planning processes including the LEP, DCP, developer contributions and master planning and relevance to social infrastructure provision.
- Understanding of barriers related to access to social infrastructure and participation in sport and recreation.

**Commented [SS1]:** Moved from "essential" to "desirable" as it's very hard to find someone who has experience in Plans of Management (very niche area), and not a fundamental requirement of this role.

**LIVERPOOL  
CITY  
COUNCIL**



## **Our vision:**

**Aspiring to do great things – for ourselves,  
our community and our growing city.**

## **Our values:**

**Ambitious**

**Authentic**

**Collaborative**

**Courageous**

**Decisive**

**Generous**



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At Liverpool City Council we show leadership at all levels by being pro-active in our approach in providing excellent levels of internal and external customer service, leading by example and showing initiative and innovation.