

POSITION DESCRIPTION

Senior Strategic Planner
(POS1139, 1556, 1557, 1141)

Directorate:	City Economy & Growth	Department:	City Planning
Position Grade:	15 (Planners)	Reports to:	Executive Planner
Last review:	February 2021	Next review:	February 2023 Version No.: 4

Position purpose:

Responsible for the implementation of strategic planning policy and projects across the Liverpool LGA as directed by the Executive Planner, Coordinator Strategic Planning and/or Manager City Planning.

Key accountabilities/responsibilities:

Responsible for:

- 1) The preparation and processing of planning proposals, Local Environmental Plans, Development Contributions Plans, Development Control Plans and Voluntary Planning Agreements, or equivalent.
- 2) Undertake strategic planning projects and studies in accordance with the Strategic Planning work program.
- 3) Providing advice and interpretation of planning policy to staff, Councillors, and the public including the preparation of correspondence, reports and presentations.
- 4) Assisting in the assessment of Development Applications.
- 5) Represent Council on working groups, attend community events, forums and committees as required.
- 6) Project management of consultants and preparation of reports and studies.
- 7) Contribute to the mentoring and professional development of others within the Strategic Planning Team.
- 8) Carrying out such other duties as may be directed by the Executive Planner, Coordinator Strategic Planner and/or Manager City Planning.

Decisions made in the position:

- 1) Tasks delegated to the position in accordance with the delegation of authority issued by the CEO.

Decisions referred:

- 1) All other decisions.

Key issues/challenges:

- 1) Providing for an appropriate planning framework which guides and promotes development of the substantial urban renewal, infill development and expansive urban release areas while ensuring positive community outcomes.
- 2) Facilitation of appropriate communication throughout Council.
- 3) Maintenance of a proactive, enthusiastic and cohesive team environment.

Key working relationships:

- Executive Planner, Coordinator Strategic Planning and Manager City Planning
- Development Assessment Planners, Land Development Engineers, Transport Engineers and Communications staff.
- Community including residents, ratepayers, and business owners.
- Development Industry representatives.
- State government authorities and neighbouring councils.

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POSITION SPECIFICATION

Whilst the criteria described below is indicative of the nature of this role, for the purpose of this hiring process please only address the selection criteria listed in the job application.

ESSENTIAL CRITERIA**Qualifications/Licences**

- Tertiary qualifications in Town Planning or a related discipline
- Current Drivers Licence

Experience

- Experience and relevant understanding of Strategic Planning processes and application of legislation and policy
- Demonstrated ability to produce positive strategic land use planning outcomes
- Ability to undertake strategic research, analysis and interpretation of information
- Proven ability to manage own varied workload while balancing competing tasks
- Experience in consulting with a wide range of audiences in Council and the wider community and resolving conflicts
- Understanding of contemporary issues affecting the development industry
- Experience in undertaking and overseeing planning studies and projects

Knowledge and Skills

- Excellent verbal and written communication skills.
- Understanding of the Sydney development industry and challenges facing rapidly growing western Sydney Councils
- Ability to use appropriate computer packages to prepare reports, presentations, spread sheets etc
- Appreciation of working within Local Government context
- Knowledge of Work Health and Safety practices, the principles of Equal Employment Opportunity, ethical practice and multi-cultural diversity

DESIRABLE CRITERIA**Qualifications/Licences/Experience/Knowledge and Skills**

- A self-starter with ability to motivate the team and use initiative
- Flexible attitude to taking additional responsibilities and toward work hours
- Ability to manage staff and deliver a team work program
- Display initiative, adaptability, accountability and flexibility

Our vision:

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

Our values:

Ambitious

Authentic

Collaborative

Courageous

Decisive

Generous