

DIRECTOR PLANNING, ENVIRONMENT & COMMUNITY SERVICES

POSITION DESCRIPTION

Directorate	Planning, Environment & Community Services
Department	Director's office
Position No.	60,000.00
Classification	Executive
Awards Stream	Individual Contract
Reports to	Chief Executive Officer
Last review date	February 2025

ORGANISATION SUMMARY:

OUR VISION:	Helping to energise the world. A region that feeds, powers and builds communities, now and for the future.
OUR GOAL:	To pursue long-term sustainable futures for Isaac's communities.
OUR VALUES:	Community Focus Teamwork Caring Positive work ethic

[About your Council - Isaac Regional Council](#)

Reporting to the CEO, this position leads Council's Planning, Environment & Community Services Directorate (Economy & Prosperity, Liveability & Sustainability, Community Education & Compliance, Engaged Communities and Capital Projects) and is responsible for all executive-level functions. The position is also an advisor to Council on the range of functions in the position's sphere of responsibility.

POSITION ACCOUNTABILITIES AND PERFORMANCE OBJECTIVES:

1. Participate actively as part of the organisation's Executive Leadership Team.
2. Provide strategic leadership and direction to the executive's directorate.
3. Model behaviours and foster an organisation culture that:
 - a. Drives performance and accountability for results.
 - b. Values meaningful engagement.
 - c. Closes out transactions for customers.
 - d. Develops people and processes, utilising contemporary management techniques, available technology and innovation.
 - e. Elevates the importance of teamwork and collaboration both internally and externally.
 - f. Explores alternative ways to deliver outcomes, including through partnership.
4. A moderate "country policing" approach to managing regulatory services that is representative of elected Councillor and community expectations.

5. Apply professionalism and expertise in providing advice and recommendations.
6. Discharge all statutory functions in a professional manner.
7. Undertake other relevant duties as directed, consistent with skills, competence and training.

KEY COMPETENCIES:

Knowledge and skills

1. Demonstrated (successful) executive experience in local government preferred, but not essential.
2. Strong leadership skills evidenced by a range of experiences in building high-performing teams, achieving results and implementing successful change in a multi-faceted organisation.
3. A “can do” attitude that focuses on solutions and outcomes and “finding a way to done”.
4. Outstanding communication, engagement, interpersonal and partnership-building skills.
5. Demonstrated success in project management, with capital works experience.

Qualifications

1. Tertiary qualifications relevant to the duties of the position. Post graduate qualifications well regarded.
2. Holder of (or eligible for) Blue Card and criminal history check for Commission for Children and Young People and Child Guardian Act 2000.
3. Possess and maintain a current motor vehicle driver licence.

Council has a clear preference for the successful candidate to live full-time in region, with executive accommodation provided.

DELEGATED AUTHORITY AND ACCOUNTABILITY:

Delegations as detailed in Council's Delegation of Authority register.

CERTIFICATION:

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

	EMPLOYEE	DEPARTMENT MANAGER
Name		
Signature		
Date		