

Senior Officer, Rapid Coordination

Location: Melbourne - CBD

Salary: \$124,033 to \$165,983 + super.

Position No: 50940083

The successful applicant will provide advise and influence to senior stakeholders Within DELWP

The **Senior Officer, Rapid Coordination** provides consistent, best practice support to the Department of Environment, Land, Water and Planning (DELWP) through understanding the project delivery needs of DELWP Groups, providing capability uplift and contingent support to help drive delivery of DELWP's flagship projects - projects with significant impacts for Victoria and Victorians.

The role also provides the opportunity to advise and influence senior stakeholders in the department, through leading tasks as directed by the DELWP Secretary and Executive Board. The ideal candidate for this role will be capable in dealing with ambiguity, have an agile mindset, and ability to lead by example with their approach to work. The role reports to the Manager, Rapid Coordination in the Strategic Operations division.

This position has been approved for Australian Aboriginal and/or Torres Strait Islander People. It is a designated position under the 'special measures' section 12 of the Equal Opportunity Act 2010. Only Australian Aboriginal and/or Torres Strait Islander people are eligible to apply for this position. Applications will be required to provide a completed Aboriginality form.

For general information about Aboriginal Employment at DELWP, please contact the Aboriginal Employment and Cultural Strategy Unit at aboriginal.employment@delwp.vic.gov.au.

Specialist/Technical Expertise/Qualifications

- A Project Management Qualification is desirable
- Understanding of DELWP's internal governance structures is desirable, or a similar knowledge of Governance Frameworks

This is a fixed term position available until 31 December 2022

To be considered for this position, your application should include a supporting statement demonstrating that you meet the Key Selection Criteria detailed in the position description, including the Specialist/Technical Expertise/Qualifications and capabilities sections.

For further information please refer to the attached position description.

Applications close at midnight on 15 March 2021

Other relevant information:

Preferred candidates will be required to undertake pre-employment screening, including a Declaration and Consent form and a National Police Check.

Applicants must possess corresponding work rights to be eligible for appointment for the advertised employment period. To be appointed to an ongoing position you must be an Australian Permanent Resident or an Australian/New Zealand citizen.

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