**OFFICIAL**



HR Strategist – Organisational Development

HR Strategy

|  |  |
| --- | --- |
| **Position details** | |
| **Classification** | DHA6 (APS6) |
| **Business area** | Human Resources |
| **Supervisor** | HR Strategy Manager |
| **Location** | Adelaide, Brisbane, Canberra, Townsville |
| **Position status** | Full Time, /Part-time |
| **Security clearance** | Baseline |

**OUR ORGANISATION**

Do you want a role supporting our defence personnel? Defence Housing Australia is a Government Business Enterprise providing housing and related services to Australia’s defence personnel and their families. Our housing portfolio at approximately 18,500 properties is one of Australia’s largest, and our properties are located in all states and territories.

We take pride in serving those who protect Australia and our way of life. We are a motivated and professional organisation, welcoming people from diverse backgrounds with both private and public sector experience. We strive to continually look for innovative ways to improve and deliver services to best meet the needs of our customers. We are committed to creating vibrant and healthy workplaces and encourage you to embrace our purpose and join our team. Together we are building an inclusive culture that encourages and supports equal opportunity and celebrates the diverse voices of our employees and the communities we operate in.

**ABOUT YOUR TEAM**

Human Resources are responsible for delivering high-quality human resource outcomes across DHA from strategy and policy development through to implementation and service delivery. We work in partnership with stakeholders across the organisation to:

* Deliver HR services in the end-to-end employee lifecycle, including recruitment, remuneration and conditions, case management, and general employment matters.
* Support DHA to have the right capabilities now and into the future, through workforce planning, learning and development, and performance management strategies and frameworks.
* Develop and implement initiatives to build a positive and inclusive workplace culture that values the diversity of our people, and promotes high performance and engagement.

The Human Resources team works with a broad cross section of stakeholders both within DHA and externally. Your responsibilities will include the further development of these relationships and advocating on HR and people matters and initiatives. As a HR professional you will bring a depth of experience and knowledge on HR matters along with a willingness to grow the team and your own skills, capability, and success. The work environment is dynamic, with a number of projects and activities being undertaken at the same time.

**YOUR CONTRIBUTION**

As HR Strategist Organisational Development, you will work as part of an energetic and professional team developing and delivering high quality, responsive people strategies and initiatives that build an inclusive, strong performance culture in DHA. Your HR experience will enable you to develop innovative solutions and deliver projects relating to:

* Employee engagement
* Diversity and Inclusion
* Talent Management
* Workforce planning and analytics
* Learning and Development

You will be responsible for driving your own projects to deliver tangible outcomes and actions.

* Project manage the development and delivery of human resources strategies and initiatives, applying subject matter expertise and leveraging the knowledge, experience and skills of others to ensuring timely and high-quality outputs.
* Provide high level and, at times, complex advice on matters within own field of expertise, ensuring alignment with the DHA's corporate strategy, people strategy, and associated policies, procedures and legislation.
* Facilitate focus groups and other collective forums, with a focus on uplifting people capabilities and employee experience, referring complex and systemic issues to team subject matter experts as required.
* Identify and report on emerging trends in HR practice and provide input to develop and improve HR initiatives and processes, with a commitment to continuous improvement and good practice.
* Assist in the delivery of various initiatives across the HR function, role modelling behaviours which are ethical, inclusive, collaborative, and innovative.
* Contribute to periodic and ad-hoc HR reports and business cases, ensuring information is accurate and presenting insightful recommendations and/or discussion tailored to the audience.
* Establish and maintain effective relationships with stakeholders within HR, with colleagues across DHA, and with external organisations.
* As required, provide effective support to various committees and working groups, preparing documentation, correspondence and briefing notes.

**WHAT WE ARE LOOKING FOR**

Appointments in the Australian Public Service are merit-based. We will make an assessment of your suitability by looking at what you have done previously – the knowledge, skills and experience you have built, your potential for development, and your personal qualities.

To be successful in this role, you will be a team player who is ready to think strategically and share ideas to achieve results. The work environment is dynamic, with a number of projects and activities being undertaken at the same time, so you will also have excellent prioritisation skills and analytical skills and be able to take a flexible, self-starting approach to achieve timely solutions

# 

# For this role, we will consider how well you:

* Manage and deliver projects, strategies and initiatives, applying contemporary human resource management subject matter expertise.
* Build and sustain productive working relationships with internal and external stakeholders and exchange information to achieve business outcomes, while demonstrating HR’s ability to improve employee and business outcomes.
* A proven ability to undertake research using data analytics and problem solving skills to make informed decisions and providing advice and/or guidance to the business.
* Produce your work accurately and in a timely manner, share own expertise with others, guide and mentor less experienced employees as required.
* Research and recommend the appropriate course of action to meet changing stakeholder and client needs within legislative and policy requirements.

**CONDITIONS AND BENEFITS OF THE ROLE**

DHA supports flexible working arrangements and offers this role as fulltime, part-time, hybrid or other arrangements with the right candidate.

Your employment experience with DHA will include work-life balance and flexible working options, competitive salary and benefits (including 15.4% superannuation contributions by DHA), generous leave entitlements, career progression opportunities and a diverse range of interesting projects in a high performing and collaborative work environment.

**HOW TO APPLY**

Considering the information above, please use 500 words to detail how your skills, experience and knowledge are relevant to the role and describe the contribution you can make to DHA. This will give us an idea of your writing and comprehension ability, as well as your understanding of the role.

Please refer to the [**Australian Public Service Commission’s Cracking the Code**](https://www.apsc.gov.au/working-aps/joining-aps/cracking-code/3-applying-aps-job-cracking-code)for additional assistance with your application.