

# MELBOURNE WATER POSITION DESCRIPTION

## Senior Asset Practitioner Land

REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Area Lead – Catchments and Land	This role has 0 direct reports
THIS ROLE EXISTS TO: (PURPOSE)	
Provide senior asset practitioner expertise and support the Area Lead Catchments and Land in applying best practice asset management in developing integrated 3-5 year rolling investment programs to support the delivery of Melbourne Water’s core services and maximise the benefits Melbourne Water’s land portfolio for our customers and the broader community.	
KEY ACCOUNTABILITIES:	
<ul style="list-style-type: none"> <li>• Support the Area Lead Catchment and Land to protect and improve the value of Melbourne Water’s land by:               <ul style="list-style-type: none"> <li>○ Providing expert advice and technical direction in developing and applying management regimes that will maintain Melbourne Water’s land portfolio to allow the delivery of core services and providing improved community benefits.</li> <li>○ Working constructively and collaboratively with internal partners to develop integrated 3-5 year rolling investment programs that deliver land management and improvement activities to support the provision of land services.</li> <li>○ Develop options and interventions for land protection and improvement.</li> <li>○ Developing and maintaining an up to date 20 year capital plan that deliver the deliver the land protection and improvement structures and works to support the provision of land services.</li> <li>○ Developing, applying and communicating relevant approaches for prioritising the works program for land assets.</li> <li>○ Assessing and reporting on land asset performance, service capability and risk to land services.</li> <li>○ Establishing and maintaining the requisite land asset management policies, plans, procedures and standards.</li> </ul> </li> <li>• Build and maintain positive customer and stakeholder relationships.</li> <li>• Contribute to a positive team culture, consistent with Melbourne Water’s behaviours.</li> <li>• In delivering all accountabilities, strive for a generative safety culture, taking care of own and colleague’s health and safety through active identification, elimination and management of safety risks.</li> </ul>	
KEY RESPONSIBILITIES	KPIs
<p><b>Develop 3-5 year Investment program to deliver the agreed land services</b></p> <ul style="list-style-type: none"> <li>• Works with internal partners to develop the program.</li> <li>• Works with the Area Lead Catchment and Lands to ensure the program is realistic and effective.</li> <li>• Develop effective land management options and interventions.</li> </ul>	<ul style="list-style-type: none"> <li>• An agreed 3-5 year investment program</li> <li>• An up to date 20 year capital program.</li> <li>• Provision of effective land management options and interventions, in agreed timeframes.</li> </ul>
<p><b>Asset Management</b></p> <ul style="list-style-type: none"> <li>• Provide expert understanding of the:               <ul style="list-style-type: none"> <li>○ condition of land assets and the effectiveness of land management interventions.</li> <li>○ performance of land assets and their service capability / risk to service</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Our people are seen as world leaders in Asset and Maintenance Management through industry bench marking</li> <li>• Successful implementation of</li> </ul>

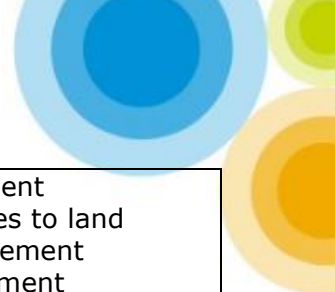
Job level: EA7

Assessed by: P&C

Date Assessed: March 2018

Last reviewed date:

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<ul style="list-style-type: none"> <li>Establish requisite standards and management regimes to manage land assets.</li> </ul>	<p>the Asset Management Strategy as it applies to land</p> <ul style="list-style-type: none"> <li>Agreed land management standards, management regimes and guidelines are up to date and contemporary.</li> </ul>
<p><b>Customer Service and relationship management</b></p> <ul style="list-style-type: none"> <li>Understand customer needs and provides progressive and timely solutions</li> <li>Build strong and productive relationships</li> <li>Influence others to pursue a course of action</li> <li>Contribute to a positive team culture</li> </ul>	<ul style="list-style-type: none"> <li>Reputation survey results</li> <li>Act in accordance with the Melbourne Water and any agreed team behaviours</li> </ul>
<p><b>Generative Safety Culture</b></p> <p>Support team leadership in proactive Health and Safety Leadership and in addition to a personal commitment to generating a safety culture and to involving other team members in team health and safety plans.</p>	<ul style="list-style-type: none"> <li>Contribute to the team’s Health and Safety plan managed and safety initiatives.</li> </ul>

### SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Experience in working in senior roles in high performing teams.
- Experience in developing effective networks in a diverse and complex multiagency delivery environment.
- Experience in land or natural resource management.
- Good problem solving and analytical skills which adds value to business and customers.
- Demonstrated ability to develop strategies and improvement plans that align with broader business strategic direction to drive customer and commercial value.
- Proven communication and negotiation skills.
- Extensive coordination, prioritisation and time management skills to deliver on long-term objectives while managing day-to-day challenges within tight timeframes and work unsupervised.
- Proven judgment working in a complex and multi-agency environment.
- Resilient and capable of managing ambiguity.
- Demonstrated ability to identify a need for change and to respond to change management positively
- Demonstrated ability to effectively communicate verbally and in writing with all stakeholders and to prepare and deliver information to an audience in a professional manner.
- Demonstrated experience in supporting a healthy, safe and supportive work environment
- Demonstrated commitment to self-awareness, self-reflection and ongoing personal development.

### KEY RELATIONSHIPS:

Job level: EA7  
 Assessed by: P&C  
 Date Assessed: March 2018  
 Last reviewed date:

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All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

### INTERNAL

- Catchment Programs
- Waterways & Land – Catchment Strategies and Services
- Waterways & Land – Regional Services
- Customer and Strategy
- Integrated Planning
- Safety
- Commercial & Technology Services

### EXTERNAL

- Local Government
- Department of Environment, Land, Water and Planning
- Parks Victoria

### SALARY RANGE:

- Melbourne Water reserves the right to remunerate people according to their ability to perform the functions of the role based on their qualifications, skills and experience.

### OTHER COMMENTS:

This role requires the following:

- Understanding of asset management and land management principles
- Tertiary qualification in Ecology/Biological Sciences/Natural Resource Management, engineering or related technical discipline.

Location: 990 Latrobe St, Docklands

Job level: EA7

Assessed by: P&C

Date Assessed: March 2018

Last reviewed date: