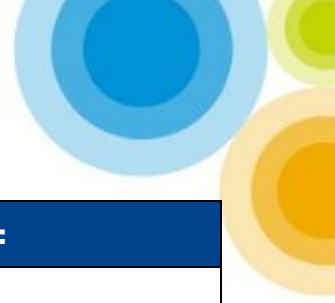


# MELBOURNE WATER POSITION DESCRIPTION

Senior Asset Practitioner, Catchment and Land



REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:	
Area Lead, Catchment and Land	n/a	
THIS ROLE EXISTS TO: (PURPOSE)		
<p>The Senior Asset Practitioner, Water Supply Catchments will provide technical and strategic leadership, oversight and guidance to support and/or deliver a range of activity and projects aimed at developing and improving the Catchment and Land team’s application of Melbourne Water’s asset management practices.</p> <p>The role will ensure all initiatives are aligned with Melbourne Water’s Asset Management (AM) Framework, and will work closely with the Asset Strategy Governance and Improvement (ASGI) team, who have oversight of Melbourne Water’s AM Framework and supporting processes.</p>		
KEY ACCOUNTABILITIES:		
<ul style="list-style-type: none"> <li>Oversee the consistent implementation of Melbourne Water’s asset lifecycle management processes and procedures across all areas of Catchments and Land services</li> <li>Ensure asset lifecycle management practice is undertaken in accordance with Melbourne Water’s AM Framework and it’s supporting processes and procedures to ensure the effectiveness of the Catchment and Land investments</li> <li>Monitor the maturity of asset lifecycle management activities across the Catchment and Land team and identify priorities for improving process application. Establish and report on annual progress for identified improvement activities</li> <li>Focus the development of AM process application improvement across the Plan – Implement – Operate - Review asset lifecycle quadrants including the improvement of data management</li> <li>Act as a conduit to the ASGI team to ensure asset lifecycle management activities meet businesses expectations, and act as a key feedback loop to the team for any engagement with the ASGI team</li> <li>Work collaboratively across the Catchment and Land team, to support achievement of business plan targets, alongside AM process application improvement targets</li> <li>Develop strong working relationships with key stakeholders to manage expectations</li> <li>Provide technical leadership and input into continuous improvement initiatives being delivered by ASGI team, as well as by others in the Catchment and Land team, or Catchment Asset Management team more broadly</li> <li>Lead capacity and capability uplift and provide any change support needed for AM process application improvements undertaken by the Catchment and Land team</li> <li>Lead innovation through all aspects of the role including leadership and capability development to ensure the role is successful</li> <li>Take care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives</li> <li>Demonstrated and proactive Health and Safety leadership and a personal commitment to Health and Safety procedures, policies and plans</li> </ul>		
KEY RESPONSIBILITIES	KPIs	
<p><b>AM process application maturity</b></p> <ul style="list-style-type: none"> <li>Identify focus areas for AM process application improvement, utilising existing Melbourne Water</li> </ul>	<ul style="list-style-type: none"> <li>Achievement of agreed team goals and outcomes as per team KPIs and business plan targets.</li> </ul>	

Job level: EA 7  
 Assessed by: P&C  
 Date Assessed: September 2021  
 Last reviewed date:

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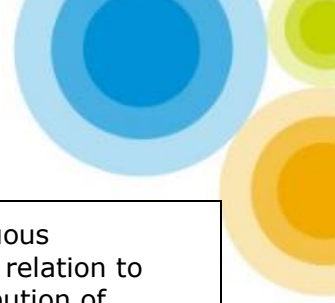
## Senior Asset Practitioner, Catchment and Land

<p>maturity assessment tools and/or working collaboratively with ASGI team</p> <ul style="list-style-type: none"> <li>• Play a lead role in scoping and prioritizing programs of work and/or specific activities to improve AM process application for the Catchment and Land team, taking into account change impacts, business risks, and anticipated benefits, particularly in the Plan and Review lifecycle quadrants</li> <li>• Support the Area Lead, Catchment and Land with understanding priorities for improving the Catchment and Land team’s application of asset lifecycle management practice</li> </ul>	<ul style="list-style-type: none"> <li>• Up-to-date understanding of AM process application maturity within Catchment and Land team</li> </ul>
<p><b>AM process application improvement</b></p> <ul style="list-style-type: none"> <li>• Work with Catchment and Land team to implement programs of work and/or activities to improve the application of Melbourne Water’s asset lifecycle management processes and procedures, including consideration of change impacts</li> <li>• Improve Catchment and Land team performance and compliance with Melbourne Water’s AM processes and procedures</li> </ul>	<ul style="list-style-type: none"> <li>• Achievement of agreed team goals and outcomes as per team KPIs and business plan targets</li> <li>• Notable improvement in AM process application maturity</li> <li>• Increased alignment of Catchment and Land team activities with Melbourne Water’s AM Framework and supporting processes</li> </ul>
<p><b>AM process improvement</b></p> <ul style="list-style-type: none"> <li>• Collaborate with ASGI team to identify and implement opportunities for process development and/or improvement, ensuring integration and alignment with and to Melbourne Water’s AM Framework</li> <li>• Provide technical input into other strategic and continuous improvement projects being delivered by ASGI team and/or others</li> <li>• Support AMS’ and the team’s focus on improving safety for all processes and functions</li> </ul>	<ul style="list-style-type: none"> <li>• Achievement of agreed team goals and outcomes as per team KPIs and business plan targets</li> <li>• Involvement in ASGI team AM process improvement initiatives</li> </ul>
<p><b>Relationship Management &amp; Communication</b></p> <ul style="list-style-type: none"> <li>• Develop strong collaborative working relationships with members of the ASGI team</li> <li>• Develop working relationships with key Service Delivery, Customer &amp; Strategy, and Integrated Planning teams, and understand their roles across the Services Framework</li> <li>• Ability to build trusting relationships with all stakeholders to support the step change required in asset lifecycle management process application</li> <li>• Work collaboratively and openly with colleagues and peers, and actively seek to transfer knowledge and involve others in decision-making</li> </ul>	<ul style="list-style-type: none"> <li>• Being customer centric by engaging customers to get feedback and ensure continuous improvement</li> <li>• Building relationships with key stakeholders, strategic partners and key customers by understanding needs and responding to those in a proactive and timely manner</li> <li>• Informal feedback from internal Melbourne Water customers</li> <li>• Formal feedback from internal Melbourne Water customers</li> </ul>

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Senior Asset Practitioner, Catchment and Land



<b>Health and Safety</b> <ul style="list-style-type: none"><li>Identify and report any hazards or near-misses, and actively participate in improvement initiatives</li><li>Commit to achieving Zero Harm in the workplace and to following all safety rules</li></ul>	<ul style="list-style-type: none"><li>Demonstrated continuous improvement focus in relation to H&amp;S, including contribution of practical actions to strengthen the team's H&amp;S culture</li><li>Identify and report any hazards or near-misses, and actively participate in improvement initiatives</li><li>Commit to achieving Zero Harm in the workplace and to following all safety rules</li></ul>
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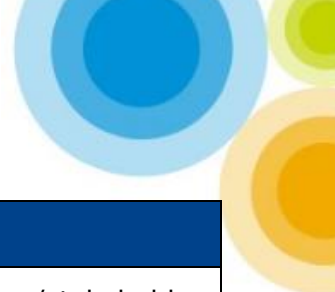
## SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Excellent understanding and knowledge of asset lifecycle management as it relates to natural assets.
- Demonstrated experience in strategic thinking, as well as ability to understand and apply asset lifecycle management processes and procedures
- Excellent understanding of asset management principles, process and systems, and ability to readily understand and communicate AM processes and procedures to practitioners
- Proven experience and excellent understanding of the Plan and Review asset lifecycle management quadrants
- Proven collaboration and networking skills, particularly working with others outside of your own team
- Ability to command respect and to create a sense of community amongst peers and colleagues, including demonstrated ability to build and maintain strong relationships both within and outside the business
- Effective leadership, interpersonal and communication skills
- Ability to drive quality and efficiency outcomes by applying people-centered implementation principles
- Demonstrated organisation and project management skills, including LEAN tools, with the ability to manage competing priorities to meet tight deadlines

Job level: EA 7  
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## KEY RELATIONSHIPS:

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

- ASGI team within Asset Management Services (AMS) business group
- Catchments, Land and Waterways Services (CLAWS) and Catchment Asset Management (CAM) teams within AMS
- Other AMS teams, including Team Leaders, Program Leaders and Subject Matter Experts
- Waterway and Catchment Operations, Integrated Planning

### EXTERNAL

- Consulting firms and external service providers

## SALARY RANGE:

- EA Level
- 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:

- Relevant tertiary degree in Engineering, Science, Natural Resource Management or related discipline is required
- Victorian Driver's License (occasional travel to other Melbourne Water offices)

Location: 990 Latrobe Street Docklands

Job level: EA 7  
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Date Assessed: September 2021  
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