

Role Description



Position Title **Urban Designer**

Position Number **REP071**

Purpose of Role

To provide advice on urban design and place making matters in the delivery of strategic planning and place making services within the Moreton Bay Regional Council area in accordance with relevant legislation and Council procedures, policies and directives.

Specific Responsibilities

Assist with the assessment of a range of development applications in accordance with statutory requirements and the provisions of Council's corporate documents, planning scheme, policies and procedures.

Assist with the development of strategies, projects and masterplans and the development and maintenance of the Council's Planning Scheme.

Contribute to the review of the activities, business processes, procedures and policies of the development planning and strategic planning teams to ensure relevance, currency and timely best practice outcomes and customer service are achieved.

Monitor the quality of outcomes achieved through the implementation of Council policies and promote continual improvement through initiating change or enhancements to policies and procedures.

Assist to represent the interests of the departments responsible for development services and strategic planning within Council as required.

Assist in site inspections to assess a range of development applications, undertake investigations and facilitate the provision of advice.

Provide basic advice on planning, urban design and place making matters to a range of stakeholders including staff within the development planning, strategic planning and engineering teams, other Council staff, Councillors, the development industry, various tiers government and the public.

Work Experiences and Skills - essential

Demonstrated relevant experience in a similar role or a role requiring a similar skill set.

Well-developed written and verbal communication skills and the capacity to liaise, consult, negotiate with and advise a range of stakeholders.

Knowledge of the Planning Act, SEQ Regional Plan, other relevant legislation, industry standards and best practices.

Excellent time and priority management skills to achieve proficiency and effectiveness in managing conflicting priorities and meeting deadlines.

Well-developed people and relationship skills with demonstrated ability to work in a team environment communicating and motivating effectively at all levels of the organisation, contributing to a positive work environment with a strong focus on provision of quality customer service.

Academic, Trade Qualifications and other Licences - essential

Degree in urban design, landscape architecture or another relevant field.

Current C class driver's licence.

Recordkeeping

In accordance with Council's recordkeeping guideline, ensure that full and accurate records are made of all business transactions conducted on behalf of Council and that these records are appropriately kept and stored in the appropriate corporate information management systems.

Health, Safety and Environment

Ensure your safety and that of your work colleagues at work whilst complying with Council's workplace health and safety policies, procedures and practices. At no time are you to perform work duties in an unsafe manner. You must always ensure all risks associated with your work tasks are identified and control actions are implemented before work commences.

Work Location

You may be required to perform your role from any work location within the region.

Diversity Undertaking

You may be required to perform duties outside the specific responsibilities within the limits of your skill, competence and training.

Organisational Expectations

