

**A THRIVING REGION OF OPPORTUNITY WHERE OUR COMMUNITIES
ENJOY A VIBRANT LIFESTYLE**

Senior Advocacy and Policy Advisor

Division	CEO Office	Department	External Relations
Reports To	Principal Advocacy and Policy Advisor	Direct Reports	No

Position Purpose

This position is responsible for the delivery of complex advocacy proposals and projects in a range of policy disciplines, as well as coordinating the implementation, evaluation and update of advocacy programs and policy initiatives to support the strategic interests of Moreton Bay Regional Council.

Our advocacy agenda is focused on creating positive collaboration between all levels of government to unlock our region's potential. Our team seeks to bring challenges and opportunities to the attention of decision-makers through constructive engagement and collaboration. This ensures policy and investment decisions of other levels of government and other strategic partners deliver the greatest benefit to our region and support our community's vision for Moreton Bay.

Key Responsibilities and Outcomes

Operational

- Lead the delivery of complex and multi-disciplinary proposals and projects across the Council and with external partners to achieve strategic and business outcomes.
- Identify, coordinate and pursue opportunities for investment and funding (e.g. Budget Submissions, Election Commitments, reports, grant and funding applications) with the state and federal governments, as well as other sources, through extensive political, departmental and industry engagement.
- Build productive relationships with internal and external stakeholders and develop effective networks with relevant organisations, government agencies and community representatives to progress Council's advocacy agenda.
- Lead and coordinate the evaluation and reporting of advocacy outcomes, including Council's Advocacy Plan 2021-24, and coordinate updates to the Advocacy Plan to ensure Council's advocacy agenda remains responsive to the needs of the region.
- Lead and coordinate the development and implementation of a wide variety of policy initiatives to enhance Council's reputation and deliver positive investment and advocacy outcomes for the region.
- Prepare high quality reports, papers, policy statements, submissions and briefing notes to influence decision-makers.

Additional Information

Ability to work occasionally outside normal working hours, including weekends as required.

Values

At Moreton Bay Regional Council we are on a journey to creating a great culture. Our values shape the way we behave and how we interact with each other to deliver the best service to the community. The safety of you and the community is our number one priority and we are all responsible for creating an inclusive, safe workplace and protecting our environment. As a leader you will take accountability for demonstrating the values, expectations and behaviours and enable my team members to do the same.

Decision Making



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Budget - Nil

Delegations - Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience

- Experience and knowledge in the delivery of complex proposals and projects in coordination with government, industry and community partners.
- High level relationship management skills with the ability to negotiate positive policy, reputation and funding outcomes.
- Experience in strategic planning, evaluation and reporting.
- Experience developing and implementing strategic policy initiatives and preparing proposals, complex reports, action plans and briefing papers.
- Knowledge of political, parliamentary and legislative processes at federal, state and local levels of government.
- A background in environmental and/or water policy in a local government context would be an advantage.

Qualifications

- Bachelor degree in a related discipline.

This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct employees to perform other duties at their discretion.