

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

Principal Economic Intelligence Officer

Division	Economic Development	Department	Economic Development
Reports To	Head of Economic Intelligence	Direct Reports	No

Position Purpose

This position will support the Head of Economic Intelligence in the delivery of Council's economic development priorities with a specific focus on identifying evidence-based industry issues, trends and opportunities linked to the Regional Economic Development Strategy (REDS). This position will foster an effective consultative and collaborative working relationships across Council on a range of economic development projects and embed economic thinking in Council policies, plans and actions. It will also provide key economic intelligence to develop and engage with networks related to industry advancement/economic development and investment attraction across the region.

Key Responsibilities and Outcomes

Operational

As a Principal Economic Officer and member of the Economic Development department you will:

- Lead evidence-based economic development reviews of the REDS' priority industries and research and develop strategies and position papers (internally/externally) to guide economic development thinking, activities and programs.
- Lead or participate in a wide range of industry/business think-tanks to analyse the Moreton Bay region's economy and/or value-proposition to enhance the priority industries outlined in the REDS.
- Develop and implement major project plans for initiatives that will contribute towards the achievement of the goals of the REDS, managing established budgets and contracts for assigned projects.
- Review and consider Council strategies, policies, plans and make recommendations on how the REDS and economic development can positively influence and support other Council programs.
- Coordinate and contribute to evidence-based economic development responses and thinking across Council.
- Represent the Economic Development Department and Council in a range of internal and external forums and meetings.
- Design and undertake specific investigations, collection and analysis of internal and external business-related data to facilitate strategy and program formulation relating to economic development initiatives.
- Maintain a contemporary understanding of evidence-based economic development practices; and of the economic climate, market conditions and regulatory environment for business and industry to provide informed advice to Council.

Values

At Moreton Bay Regional Council our values shape the way we behave, how we interact with each other and our customers. They underpin our decision making and are our guiding principles. As a team member you will take individual accountability for demonstrating the values expectations and behaviours.

Decision Making

Budget - Program budget to deliver REDS actions/initiatives.

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



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Knowledge & Experience

- Demonstrated experience in identifying, researching and developing local economic-intelligence and major economic development strategies and projects.
- Highly developed communication (written, verbal, interpersonal and presentation) skills, with the ability to liaise and consult with a range of stakeholders on various levels internal and external to the organisation. Drafts, reviews, edits and disseminates a range of complex written material, ensuring messages are clear, and aligned with the audience.
- Experience in the management and implementation of project plans to facilitate economic development for the region.
- Demonstrated skills in sourcing, collecting, analysing and managing complex economic data sets to inform regional economic development activities.
- Availability to undertake occasional work outside business hours and travel outside the Moreton Bay region (throughout Queensland and interstate) as required.

Qualifications

- Recognised tertiary qualifications relevant to the role and/or extensive relative experience in a similar role or environment.
- Current "C" Class Driver's Licence.

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.