

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

### Advocacy Manager

<b>Division</b>	CEO Office	<b>Department</b>	Strategy and Advocacy
<b>Reports To</b>	Manager Strategy and Advocacy	<b>Direct Reports</b>	Yes - 5 FTE

### Position Purpose

This position will lead and manage a team in the development, delivery and reporting of Council's advocacy agenda, and provide expert advice, advocacy and coordination to support the strategic interests of Moreton Bay Regional Council. It will develop and deliver the section's work program, policy and frameworks including managing strategic stakeholders and government relations, and providing expert advice and support to the Manager Strategy and Advocacy.

Council's advocacy agenda is focused on creating positive collaboration between all levels of government and other key stakeholders including the private sector, 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

As the Manager and member of the Strategy and Advocacy Leadership team you will:

- Provide strong leadership and manage a team of specialists delivering advocacy, government relations, policy and project coordination functions for Council. It includes delivery of complex and multi-disciplinary proposals and projects across Council including allocating and monitoring team workloads and tracking progress and performance.
- Lead the development, implementation and evaluation of advocacy programs and initiatives to enhance Council's reputation and deliver positive investment and advocacy outcomes for the region. This includes Council's Advocacy Plan and biannual Moreton Bay Region Leaders' Summit.
- Lead the development and delivery of the work program taking account of the key risks and opportunities facing Council and the prioritisation of issues.
- Positively influence decision-making and attracting positive government and stakeholder investment outcomes that support Council's vision. This includes identifying, advocating and coordinating opportunities for strategic and significant 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, private sector and industry engagement.
- Build strategic relationships across a range of diverse internal and external stakeholders to increase engagement and ensure the delivery of a strong strategy and stakeholder relations function for Council.
- Provide expert advice, accurate and timely information on a broad range of strategic matters effectively, efficiently and in accordance with relevant legislation and Council procedures, policies and directives.
- Provide support and strategic advice to the Mayor in their role as the regional spokesperson in a range of forums including Ministerial meetings and delegations.
- Provide expert advice and actively manage advocacy issues by understanding differing stakeholder perspectives, complex political relationships and providing support to achieve positive outcomes for Council.

#### 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 shape the culture of the organisation by consistently role modelling the values expectations and behaviours and empower your leaders to do the same.



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## Decision Making

**Budget** - \$1,200,000

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

## Knowledge & Experience

- High level knowledge and experience developing and delivering effective strategic project management and stakeholder relations across the entire organisation including at a political level.
- High level knowledge and understanding of advocacy, government relations and project management practices within a corporate context.
- High level experience providing expert advice on strategy and stakeholder relations matters in accordance with relevant policy and legislation.
- High level experience in managing a team of professionals to drive high performance outcomes.
- Demonstrated experience leading and managing complex reputational issues, strategic projects and complex and confidential matters pertaining to other levels of government.
- Highly flexible and adaptable with the ability to effectively manage stressful situations and prioritise workloads to meet tight deadlines.
- High level communication skills to meet the needs of a range of internal and external stakeholders
- High level relationship management skills with the ability to negotiate positive policy, reputation and funding outcomes.

## Qualifications

- Degree in Political Science, Business, Public Relations, Journalism, Media and Communications or other related field.
- 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 team members to perform other duties at their discretion.*