

Role Description

Position Title Team Leader Innovation - Development Services

Position Number

Purpose of Role

To lead a multidisciplinary team responsible for the development and delivery of a range of support, innovation and business transformation strategies within Development Services Department.

Specific Responsibilities

Provide leadership, motivation, mentorship and guidance to the innovation team to achieve required outcomes, within required timeframes and in a professional manner.

Provide accurate and timely information and expert advice to assist in developing innovation and business transformation strategies effectively, efficiently and in accordance with relevant legislation and Council procedures, policies and directives.

Drive continuous process improvements under the MB+ banner to streamline the development assessment process, ongoing system improvement, prelodgement evolution, customer service reporting, performance reporting, development assessment monitoring.

Ensure effective and efficient support is delivered to the development assessment teams and customers.

Promote a positive and high performance work environment.

Actively manage programming of team responsibilities to achieve performance outcomes and contribute to the strategic direction and vision of the division.

Work Experiences and Skills – essential

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

Experience in the development and implementation of process and business transformation and improvement strategies; combined with innovation, commerciality, and the ability to deliver on our commitment to continual improvement.

Strong interpersonal and communication skills with an ability to negotiate sustainable outcomes and lead and develop a team.

Management and leadership skills and ability to coach, motivate and influence 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 qualification in urban and regional planning, engineering or other 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

