

Director, Shareholder Policy and Markets Branch

Statement of duties

Position number	722225
Location	Hobart
Division	Economic and Financial Policy
Branch	Shareholder Policy and Markets
Section	
Award	Senior Executive Service
Classification	SES 2
Immediate supervisor	Deputy Secretary
Employment conditions	Contract s31(1)(a)
Hours per week	Flexible up to 36.75 hours

Branch responsibilities

The primary responsibilities of the Branch are to:

- manage the State's interest in the Government-owned business sector and ensure a strong governance regime. Specifically:
 - *Ownership*: advising on strategic business issues including investment, divestment, diversification opportunities and restructuring issues;
 - *Performance Monitoring*: reporting on Corporate and Business Plans, quarterly, half-yearly and annual reports and performance against targets; and
 - *Governance*: advising on improvements to corporate governance, including director appointments, inductions, director training and governance best practice; and
- manage the State's relationship with international credit rating agencies.

The policy issues addressed by the Branch are inherently complex involving multiple stakeholders with a range of perspectives. Policy development needs to be theoretically sound leading to workable and best practice outcomes.

Position objective

Provide strategic direction and high level policy advice on the State's interest in the Government-owned business sector and provide support to major reforms as they may arise from time to time.

Represent the Government and cultivate productive working relationships with a diverse range of stakeholders.

Provide high level input into the development and implementation of the corporate objectives of the Department of Treasury and Finance and the strategic objectives of the Government.

In the context of the selection criteria, to be successful in the position applicants will:

- have a clearly demonstrated capability to lead and manage a large team of professionals across a diverse range of policy related issues in the face of competing demands; tight deadlines; and with limited resources;
- have highly developed interpersonal, communication and negotiations skills with a proven track record of successfully influencing strategic outcomes across multiple and diverse stakeholder groups while retaining high levels of trust and credibility; and
- provide high level policy direction and strategic leadership on complex and technical issues across a wide range of industrial sectors.

Primary duties

The Director, Shareholder Policy and Markets Branch's primary duties include:

- Managing the human, financial, and physical resources of the Shareholder Policy and Markets Branch in order to maximise efficiency, effectiveness and productivity and fosters personal responsibility and accountability.
- Providing high level policy advice, and helping to formulate the strategic direction that guides the State's interest in the Government-owned business sector, including ownership, performance monitoring, governance and the identification of appropriate reforms and energy pricing matters.
- Managing, reviewing and coordinating the Government Business Sector's input into the Budget process, in particular financial reform for the businesses.
- Coordinating a range of governance related duties including Board appointments, governance guidelines and providing advice on, and ensuring compliance with, all Government Business-related policies.
- Building, managing and fostering collaborative relationships across State Government and with key stakeholders in Government-owned businesses to help define and influence the long-term strategic direction and ensure the policy framework for the Government business sector remains relevant and appropriate.
- Undertaking high level negotiations with relevant Government businesses to achieve Government strategies and priorities.
- Providing high-level representation to related forums including the State's credit rating presentations and managing the State's relationship with contracted international credit rating agencies.
- Providing oversight of the high-level research, reports, submissions and other investigations and projects undertaken within the Shareholder, Policy and Markets Branch portfolio of activities.
- Engaging and managing specialised consultants and contractors to deliver major Government initiatives.

Level of responsibility, direction and supervision

The Director, Shareholder Policy and Markets Branch reports to the Deputy Secretary, Economic and Financial Policy and is expected to operate with a significant degree of autonomy and independence in relation to all aspects of the Branch and within the overall corporate directions. In relation to major projects, the incumbent will exercise considerable autonomy in how to achieve expected outcomes. The Director will be expected to maintain a high degree of personal professional knowledge and awareness.

The Director, Shareholder Policy and Markets Branch is responsible for overseeing good governance and regulatory/policy compliance, including fraud, corruption and security control. The role is also responsible for compliance with relevant Work Health and Safety legislation, the policies, procedures and guidelines issued by the Department and for promoting the principles of diversity, inclusion and Equal Employment Opportunity.

Position Dimensions

The Director, Shareholder Policy and Markets Branch will be directly responsible for a Branch budget of \$2.6 million and for approximately 17 FTEs plus external contractors and consultants as required.

Internal Relationships

The Director, Shareholder Policy and Markets Branch requires ongoing liaison and cooperation with other Divisions, Branches and Management in relation to issues of mutual responsibility. This will occur on a day-to-day basis and also within the structure of meetings and management procedures. The position is also a senior member of the Department's leadership team and is expected to provide advice on internal corporate matters as required.

External Relationships

The Director, Shareholder Policy and Markets Branch forges collaborative relationships and liaises with key stakeholders across the Government-owned businesses, and other external organisations and other State Service Agencies and participates in Government wide policy, systems development and implementation activities.

Performance requirements

The performance assessment of the Director, Shareholder Policy and Markets Branch will be based on the following measures:

- key achievements against the annual performance agreement; and
- in the context of the requirement for high level leadership and management expertise, an assessment of demonstrated capability against the Tasmanian State Service Leadership Capability Framework to shape strategic thinking; achieve results; cultivate productive working relationships; exemplify personal drive and integrity; and to communicate with influence.

Further information is available from the Department's Senior Executive Service Performance Management System Guidelines.

Selection criteria

In the context of the position objective/key result areas, and the **requirement for high level leadership and management expertise**, please address the following capabilities:

1. Shapes Strategic Thinking

Demonstrated capability to: inspire a sense of purpose and direction; show judgement, intelligence and common sense; provide high-level analysis and development of long-term strategic policy advice; and identify emerging issues and advise on how to address them from a holistic perspective.

2. Achieves Results

Demonstrated capability to: build organisational capability and responsiveness; harness professional expertise; steer and implement change and deal with uncertainty; and ensure closure and deliver on intended results.

3. Cultivates Productive Working Relationships

Demonstrated capability to: nurture internal and external relationships; facilitate cooperation and partnership; value difference and diversity; and guide, mentor and develop people.

4. Exemplifies Personal Drive and Integrity

Demonstrated capability to: exemplify Treasury's values; demonstrate professionalism and probity; engage with risk and show personal courage; commit to action; display resilience; and demonstrate self-awareness and a commitment to personal development.

5. Communicates with Influences

Demonstrated capability to: communicate clearly; listen, understand and adapt to audience; and to negotiate persuasively.

6. Professional Expertise *

Demonstrated capability to: lead a Branch in the provision of high level policy advice and strategic direction across a diverse range of industry sectors.

The above selection criteria are weighted equally for assessment purposes.

7. * Qualifications and requirements

Highly desirable – completion of relevant tertiary or industry qualifications, and/or professional affiliation

Approved: James Craigie, Acting Secretary

Date: 11 October 2024

For further information please email recruitment@treasury.tas.gov.au, or visit www.treasury.tas.gov.au

Working at Treasury

We are responsible for managing the Tasmanian Government's financial resources and for implementing strategies to achieve the Government's economic and financial objectives. Treasury is a challenging and exciting place to work. Our mission is to improve the wellbeing of Tasmanians by providing high quality advice to the Government as well as effective and efficient administration of our financial and regulatory responsibilities.

Treasury is a values-based organisation. If your personal and work values are consistent with those developed by our staff, we're sure you'll find Treasury a great workplace. Our decisions and behaviours are guided by the following values and belief statements:

- **Integrity** as it builds confidence, trust and self-respect, and is the foundation of open and honest communication;
- **Excellence** as it challenges us to give our best and brings us recognition;
- **Respect** as it recognises the value of each of us and the contribution we all make;
- **Camaraderie** as it creates a fun and supportive place to be; and
- **Passion** as it inspires us to achieve great things.



Treasury employment conditions

All roles at Treasury can be undertaken flexibly (up to the hours specified) and we will readily consider proposals to reduce hours or to undertake the hours flexibly or with an altered work pattern. We are interested in developing our staff and supporting them to be the best they can be.

We are an equal opportunity employer and we welcome a diverse range of applicants for our positions. We appreciate the diversity of our employees and value the contribution they make to our organisation. We provide reasonable adjustment, as medically required, to enable inherent role requirements to be met. We promote and uphold the principles of fair and equitable access to employment, promotion, personal development and training. Our workplace has a culture of zero tolerance towards violence against women, and towards any form of family violence.

Treasury seeks to provide a healthy and safe workplace for all employees and the Department has a 'duty of care' responsibility in this respect. Employees have a 'duty of self-care' to ensure that they conduct themselves in a manner that protects the safety, health and welfare of themselves and others in the work environment. This position involves a significant proportion of screen-based equipment work. Treasury is a smoke free work environment.

Treasury is committed to creating, as far as is reasonably practicable, a respectful work environment which is free from inappropriate and disrespectful workplace behaviours, including discrimination, bullying and harassment. All employees must adhere to the standards of behaviour and conduct specified in the State Service Principles and Code of Conduct (*State Service Act 2000*).