

MELBOURNE WATER POSITION DESCRIPTION

Regional Lead, Catchment Strategies

REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Team Leader Catchment Strategies and Services	11 plus 1 IBL
THIS ROLE EXISTS TO: (PURPOSE)	
<p>The Catchment Strategies and Services team works with the development industry and private landowners to provide exceptional service for the planning and building of sustainable and livable communities.</p> <p>The Regional Lead, Catchment Strategies leads and supervises other team members in, and undertakes, drainage strategy design, scheme implementation and management including data reviews and engineering reviews to achieve Melbourne Water's objectives for servicing growth areas with cost effective, sustainable and integrated flood protection, drainage, stormwater quality treatment, waterway management and environmental protection infrastructure. The Regional Lead, Catchment Strategies is responsible for managing the portfolio of Development Services Schemes.</p> <p>This role provides technical leadership to the Strategies team, the Urban Growth Services team, and other teams as appropriate to support these teams to deliver against requirements.</p>	
KEY ACCOUNTABILITIES:	
<p>Strategy investigation and planning: Ensure precinct drainage strategies are planned and designed to Melbourne Water's requirements (ensuring completeness of drainage solution) for the provision of cost effective flood protection, drainage, stormwater quality treatment and environmental protection infrastructure to service urban development in Melbourne's growth areas.</p> <p>Scheme portfolio management: Manage and co-ordinate the implementation and maintenance of the Schemes portfolio in a timely manner by leading coordinating and undertaking reviews of and updates to Scheme data such that Schemes are aligned to the overall portfolio.</p> <p>Scheme data management: Ensure schemes are reviewed according to program in a timely manner, and asset costings and forecast development scenarios are reasonable and aligned to the overall portfolio.</p> <p>Scheme risk management: Assess risks associated with Scheme characteristics and attributes that could impact on the efficient and effective planning, management and performance of individual Schemes. Provide overall management of individual schemes such that schemes are financially stable through their life. Identify and assess risks associated with the aggregate portfolio and provide advice to Team Leader regarding portfolio risks.</p> <p>Continuous improvement: Ensure processes undertaken by the Catchment Strategies and Services Team (and others in Development Services who affect Schemes) are documented in procedures.</p> <p>Customer: Provide high levels of customer service across a broad industry network, including customers, involved in the preparation and implementation of Development Services Schemes.</p> <p>Program leadership: Develops and provides leadership on team's work program to ensure the team delivers on work program targets and customer outcomes.</p> <p>Health and safety: Taking care of own and colleagues Health and Safety through identification and reporting of hazards and active involvement in improvement initiatives.</p>	

Job level: HAY 16

Assessed by: P&C

Date: March 18

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KEY RESPONSIBILITIES	KPIs
<p>Strategy and Scheme investigation, planning and management</p> <ul style="list-style-type: none">• Ensure the team delivers on work program targets and customer outcomes.• Provide technical input and support for the establishment of long-term goals for the drainage system from a flood protection and water quality perspective.• Prepare preliminary designs, financial estimates, development scenarios and approval reports for infrastructure to be constructed in order to establish cost effective drainage strategies and Schemes.• Identify the most effective engineering, environmental and financial arrangements for the construction of Melbourne Water's infrastructure based on Melbourne Water guidelines and procedures.• Conduct data and engineering reviews and general administration of Schemes to ensure they are well managed, risks are addressed and Schemes are aligned to the overall portfolio.• Contribute to the assessment of Planning Scheme changes proposed by Growth Area Councils and the Victorian Planning Authority.• Undertake specialist hydraulic, hydrologic, stormwater quality and engineering design assessments provide advice to colleagues• Review hydraulic, hydrological and stormwater quality treatment investigations and strategies supporting development proposals and prepare responses and conditions for such proposals.• Manage requests for information, including meetings from both internal and external sources and attend meetings as required• Develop and maintain a broad industry network• Prepare reports, briefs and presentations on a variety of scheme related issues, appropriate to target audiences <p>Raise project briefs for external consultants and engage, supervise and direct them to undertake Engineering reviews and Strategy design works</p>	<ul style="list-style-type: none">• Team's completion of program requirements in a timely and effective manner.• Schemes approved at preliminary and final rate with the VPA PSP annual work program.• High quality data and engineering reviews completed to program.• Stable scheme behaviour over time.• Positive feedback from internal and external customers.•

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Scheme portfolio management <ul style="list-style-type: none"> Maintain the Development Services Schemes portfolio to represent a reasonable development scenario by coordinating reviews of and updates to Scheme data according to the overall portfolio. Provides oversight of the team regarding completing Scheme engineering and data reviews. 	<ul style="list-style-type: none"> High quality data and engineering reviews completed to program.
Continuous improvement <ul style="list-style-type: none"> Develop and implement improvements in processes to deliver superior outcomes in relation to the management of Schemes 	<ul style="list-style-type: none"> Improvements implemented.
<ul style="list-style-type: none"> Leadership Undertake regular performance assessment discussions with team members, recognising and challenging work / behaviours that do not align to team and business objectives. Provide leadership and support to the Team Leader regarding team and staff development, people and program management. Provide support, coaching, mentoring & performance guidance Provide leadership and support across the team, actively demonstrating Melbourne Water's values and behaviors 	<ul style="list-style-type: none"> Engagement and alignment survey results
<ul style="list-style-type: none"> Reporting Report to the Team Leader on team performance against work program and the Schemes portfolio performance. 	<ul style="list-style-type: none"> Reports demonstrating performance against key outcomes and Customer targets.
<ul style="list-style-type: none"> Customer and stakeholder relationships Provide high levels of customer service to, and build and maintain positive relationships with industry participants, providing technical direction as required Provide technical support to internal teams Ensure adequate stakeholder and community consultation is undertaken when preparing and amending Schemes Manage requests for information from internal and external sources 	<ul style="list-style-type: none"> Contribution to improvement in Development Services team Reputation survey results. Internal and external stakeholder feedback.

SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

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- Senior level experience, skills and knowledge in areas of land development and town planning, stormwater and floodplain management, drainage infrastructure planning, engineering design and construction, environmental management and water sensitive urban design.
- Proficiency in the use of relevant computer-based design software.
- Strong capability to forecast development activity and infrastructure construction in Schemes.
- Strong capability to identify, develop and evaluate innovative and alternative solutions
- Demonstrated problem solving, conflict resolution and lateral thinking abilities.
- Strong capability to oversee complex development proposals,
- Financial understanding of Development Services Scheme models, financial and asset risk and the financial consequences of decisions made.
- Demonstrated organisational and program management skills to ensure agreed targets are achieved.
- The ability to deliver quality outcomes through meeting deadlines, honouring commitments, attention to detail, ensuring rigour and managing risk.
- Demonstrated ability to contribute in a team environment, supporting and enabling a high performance and inclusive culture.
- Demonstrated ability to establish, maintain and improve collaborative working relationships
- Highly developed verbal and written skills Strong ability to influence the decision making process of government agencies, panels and local government
- The ability to professionally respond to developers and explore flexible solutions.
- Demonstrated ability to improve processes, identify and initiate business improvements

KEY RELATIONSHIPS:

All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

INTERNAL

The position frequently interacts with:

- Catchment Strategies and Services team members, key contributor to overall team performance and provide technical leadership. Key input into PSP development.
- Development Services teams, providing ongoing support regarding drainage strategies.
- Waterways and Land teams, for relevant support.
- Other Melbourne Water teams, for example, Pricing & Regulation, Integrated Planning.

EXTERNAL

This position builds and maintains positive relationships with numerous external stakeholders including the Victorian Planning Authority, DELWP, Vic Roads, developers, landowners, consultants and local government.

SALARY RANGE:

Melbourne Water reserves the right to remunerate people according to their ability to perform the functions of the role based on their qualifications, skills and experience.

OTHER COMMENTS:

This role requires the following:

- Tertiary degree in one of the following subject areas: Engineering (Civil/Environmental or equivalent).

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- Experience in a related area or work would be highly regarded.
- A current Victorian driver's licence.

Location: 990 Latrobe Street Docklands, 3008

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