

Tasmanian Planning Commission

Senior Planning Consultant – Statement of Duties

Objective

Undertake statutory planning assessment and determination functions for planning scheme amendments, combined permit and amendments and Local Provisions Schedules as delegated by the Commission.

Duties

- Undertake statutory assessments of draft planning scheme amendments, combined draft permits and amendments, and draft Local Provisions Schedules, as delegated by the Commission.
- Conduct hearings, as the chair or a panel member, to consider representations and issues as part of statutory assessment processes when delegated by the Commission.
- Prepare statutory planning decisions, or contribute to, or review draft decisions.
- Provide professional guidance to Commission staff assisting delegates.
- Work within the Commission's established procedures for statutory assessments, including using templates and adhering to manuals or guidelines where these apply.
- Undertake other functions that the Commission may require.

Level of responsibility

- The occupant makes high level decisions of a specialist land use planning nature related to the State's Resource Management and Planning System.
- The occupant provides high level statutory planning on behalf of the Commission.
All work is conducted in accordance with the organisational policies and procedures of the Commission and the Department of Justice.
- Ensure efficient and effective management of work health, wellbeing and safety for the areas of responsibility in accordance with the WHS requirements in the WHS Act.
- Our values are we act with Integrity, Respect and Accountability and our workplaces are Inclusive and Collaborative. You are responsible for contributing to our values based workplace culture, leading your team in a values based manner, ensuring your team uphold the values and role modelling the values.

Direction and supervision received

- The occupant works under delegation from the Commission, with organisational direction and supervision from the Executive Commissioner.

Selection criteria

1. Proven high level experience in all aspects of statutory and strategic land use planning and a thorough knowledge and understanding of Tasmania's Resource Management and Planning System.
2. Understanding of the political, social and organisational environment within which the Commission operates and capacity to uphold the Commission's independent statutory role.
3. Demonstrated high level strategic, conceptual, analytical and creative skills, including an ability to understand and apply policy, statutory and legislative frameworks in a land use context.
4. High level oral and interpersonal communication skills, including the ability to facilitate, mediate and manage conflict. Demonstrated ability to conduct formal hearings and make determinations.
5. High level of adaptability and flexibility, including an ability to deal with pressure, ambiguity and change, to modify approach, adapt to new situations and meet deadlines.
6. High level written communication skills including the ability to produce documents that are thorough, accurate and concise and readily understandable to non-specialists. Experience in producing detailed planning reports, administrative decisions and reasons.
7. Be able to demonstrate an understanding of the WHS legislation and the responsibilities of managers.

Essential requirements

- Tertiary qualifications from a recognised university in a relevant discipline, such as planning or law.

Desirable requirements

- Corporate membership of the Planning Institute of Australia (PIA) or qualifications deemed acceptable for corporate membership of PIA.
- A current motor vehicle driver's licence.

Position Summary

Title	Senior Planning Consultant
Number	Various
Award	Tasmanian State Service Award
Classification	Professional Stream Band 5
Division	Regulation & Service Delivery
Full Time Equivalent	Casual, part time or full time
Output Group	Tasmanian Planning Commission
Branch	
Supervisor	Executive Commissioner
Direct Reports	Nil
Location	Hobart
Position category and funding	A399