

Role Description



Position Title **Community Development Officer - Community Safety**

Position Number **CSP406**

Purpose of Role

Lead Council's response to community safety issues, including homelessness, in collaboration with Council departments and external stakeholders.

Specific Responsibilities

Lead the implementation of Council's response to people experiencing homelessness, including the facilitation of referrals to State Government departments and local support services.

Develop and implement innovative and best practice initiatives that respond to community safety issues including, but not limited to: homelessness, hoarding and squalor and domestic and family violence.

Establish and maintain strong networks and partnerships with external stakeholders including, but not limited to government agencies and community organisations.

Lead and support place-based responses to community safety issues arising in Council-controlled spaces and places.

Support the development of new, and the review of existing Council policies and processes that provide effective and customer centric responses to community safety issues.

Provide expert advice, support and training to internal stakeholders regarding Council's response to people experiencing homelessness.

Maintain a working knowledge of contemporary best practice and relevant legislative and policy frameworks related to homelessness and community safety.

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 facilitation of strategic partnerships with diverse stakeholders.

Highly developed written and interpersonal communication skills including grant writing, report writing and the ability to engage with people at all levels.

Highly developed people and relationship skills with a demonstrated ability to work in a team environment, communicate and motivate effectively at all levels of the organisation and contribute 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 a 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

