Role Description
Senior Water Resource Officer, Economic Analyst

Cluster	Planning, Industry & Environment
Agency	Department of Planning Industry and Environment
Division/Branch/Unit	Water/Policy, Planning & Sciences/Water Planning Implementation
Location	Tamworth, Armidale, Newcastle, Parramatta, Negotiable
Classification/Grade/Band	DPO Grade 4-5
Role Family (internal use only)	Bespoke/Policy/Deliver
ANZSCO Code	234399
PCAT Code	1119192
Date of Approval	June 2017 (updated April 2020)
Agency Website	www.dpie.nsw.gov.au

Agency overview

The Planning, Industry and Environment Cluster was formed in 2019. The Cluster drives greater levels of integration and efficiency across key areas such as long-term planning, precincts, housing, property, infrastructure priorities, open space, the environment, our natural resources – land, water, mining – energy, and growing our industries. There is a strong emphasis on regional NSW.

Primary purpose of the role

Provide key economic technical advice and expertise and collaborate with stakeholders to ensure management of the State's water resources and the implementation of water management plans and policies to achieve water reform and policy outcomes.

Key accountabilities

- Provide key specialist expertise in the area of water resource economics to support effective decision making and implementation of water management plans, policies and procedures to achieve water reform and policy outcomes.
- Lead and contribute to broader water management functions to promote integration of water management issues from a number of water disciplines cross the business.
- Lead, plan, undertake and deliver, monitor and manage single or multidisciplinary projects, contracts and teams as required to deliver effective water resource management advice and outcomes.
- Undertake complex investigations and develop solutions that address water resource management, implementation, planning and policy gaps, inconsistencies and implementation obstacles.
- Establish and foster collaborative relationships with the team, Water, other agencies and business areas providing technical advice, support, and knowledge transfer, and with industry to gain commitment to the implementation of effective water management plans.
- Liaise with relevant stakeholders to obtain water management plan information and undertake review and analysis that ensures appropriate implementation of requirements.
- Evaluate the economic effectiveness of water management plan programs/initiatives and prepare reports and collate technical data to ensure plan requirements have been suitably implemented.

- Report and provide relevant information on the progress and implementation of water management plans and on any implementation issues that arise

Key challenges

- Working in a complex and time constrained environment with changing technical, and policy developments, while meeting sustainable water management outcomes that deliver social and economic benefits to the community of NSW.
- Representing the department to the community and stakeholders and at inter-jurisdictional forums to provide technically sound advice and State policy positions in an easily understood manner, given the sensitive nature of the information and the range of interests and perspectives in the community and across jurisdictions.
- Maintaining a good knowledge of the priorities and strategic directions of Government for water reform and planning to enable the effective targeting of activities and interpretation of outcomes.

Key relationships

Who	Why
Internal	
Manager Evaluation and Reporting	- Receive guidance and direction and provide advice on water management issues - Provide regular updates on projects and activities - Work collaboratively on relevant priorities - Communicate and discuss project management and progress - Day to day administrative management
Team members	- Provide technical advice and support - Provide advice, guidance and knowledge transfer to less experienced staff. - Share information, contribute to and lead discussions to identify and resolve issues.
External	
Water NSW, NRAR, DPIE EES and other government agencies	- Provide effective interagency liaison regarding water management issues - Provide timely advice to ensure water issues appropriately considered across all portfolios - Provide high level technical input into water management plan implementation issues.
Industry stakeholders, Community groups and other non – government stakeholders	- Manage effective customer relationships and ensure customers have a positive experience in relation to their needs. - Provision of information and advice to promote informed communities.

Role dimensions

Decision making

This role independently plans and sets priorities for work to be completed and manages the day to day workload within agreed work and project plans. It exercises discretion in preparing briefings and other forms of written advice and refers to the manager decisions that require a change to programs or projects or where a higher level of delegation is required.

Reporting line

Manager Evaluation and Reporting

Direct reports

Nil

Budget/Expenditure

TBA

Key knowledge and experience

- Comprehensive understanding of state and federal natural resource management frameworks, in particular with reference to water resource management and the water economy.
- Experience in undertaking evaluations of natural resource management plans, programs, and / or policies.

Essential requirements

- Appropriate degree level tertiary qualifications in ecomomics, natural resources or a related discipline.

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into **focus capabilities** and **complementary capabilities**.

Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
Personal Attributes	**Act with Integrity** Be ethical and professional, and uphold and promote the public sector values	• Represent the organisation in an honest, ethical and professional way and encourage others to do so • Act professionally and support a culture of integrity • Identify and explain ethical issues and set an example for others to follow • Ensure that others are aware of and understand the legislation and policy framework within which they operate • Act to prevent and report misconduct and illegal and inappropriate behaviour	Adept
	Manage Self Show drive and motivation, an ability to self-reflect and a commitment to learning	• Keep up to date with relevant contemporary knowledge and practices • Look for and take advantage of opportunities to learn new skills and develop strengths • Show commitment to achieving challenging goals • Examine and reflect on own performance • Seek and respond positively to constructive feedback and guidance • Demonstrate and maintain a high level of personal motivation	Adept
Relationships	**Communicate Effectively** Communicate clearly, actively listen to others, and respond with understanding and respect	• Tailor communication to diverse audiences • Clearly explain complex concepts and arguments to individuals and groups • Create opportunities for others to be heard, listen attentively and encourage them to express their views • Share information across teams and units to enable informed decision making • Write fluently in plain English and in a range of styles and formats • Use contemporary communication channels to share information, engage and interact with diverse audiences	Adept
	Commit to Customer Service Provide customer-focused services in line with public sector and organisational objectives	• Focus on providing a positive customer experience • Support a customer-focused culture in the organisation • Demonstrate a thorough knowledge of the services provided and relay this knowledge to customers • Identify and respond quickly to customer needs • Consider customer service requirements and develop solutions to meet needs • Resolve complex customer issues and needs • Cooperate across work areas to improve outcomes for customers	Intermediate

FOCUS CAPABILITIES			
Capability group/sets	Capability name	Behavioural indicators	Level
Results	**Deliver Results** Achieve results through the efficient use of resources and a commitment to quality outcomes	• Use own and others' expertise to achieve outcomes, and take responsibility for delivering intended outcomes • Make sure staff understand expected goals and acknowledge staff success in achieving these • Identify resource needs and ensure goals are achieved within set budgets and deadlines • Use business data to evaluate outcomes and inform continuous improvement • Identify priorities that need to change and ensure the allocation of resources meets new business needs • Ensure that the financial implications of changed priorities are explicit and budgeted for	Adept
	Think and Solve Problems Think, analyse and consider the broader context to develop practical solutions	• Research and apply critical-thinking techniques in analysing information, identify interrelationships and make recommendations based on relevant evidence • Anticipate, identify and address issues and potential problems that may have an impact on organisational objectives and the user experience • Apply creative-thinking techniques to generate new ideas and options to address issues and improve the user experience • Seek contributions and ideas from people with diverse backgrounds and experience • Participate in and contribute to team or unit initiatives to resolve common issues or barriers to effectiveness • Identify and share business process improvements to enhance effectiveness	Adept

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Capability group/sets	Capability name	Behavioural indicators	Level
Business Enablers	**Project Management** Understand and apply effective planning, coordination and control methods	• Understand all components of the project management process, including the need to consider change management to realise business benefits • Prepare clear project proposals and accurate estimates of required costs and resources • Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements • Identify and evaluate risks associated with the project and develop mitigation strategies • Identify and consult stakeholders to inform the project strategy • Communicate the project's objectives and its expected benefits • Monitor the completion of project milestones against goals and take necessary action • Evaluate progress and identify improvements to inform future projects	Adept

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

COMPLEMENTARY CAPABILITIES

Capability group/sets	Capability name	Description	Level
Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Intermediate
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Intermediate
Relationships	Work Collaboratively	Collaborate with others and value their contribution	Adept
	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Intermediate
Results	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Intermediate
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Intermediate
Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Intermediate
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate