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| **Cluster** | Planning, Industry and Environment |
| **Agency** | Department of Planning, Industry & Environment |
| **Division/Branch/Unit** | Water/ Regional Water Strategies |
| **Location** | Negotiable |
| **Classification/Grade/Band** | Clerk Grade 9/10 |
| **Role Family** | Adapted/Finance & Economics/Delivery |
| **ANZSCO Code** | 224311 |
| **PCAT Code** | 1119192 |
| **Date of Approval** | September 2019 (updated September 2020) |
| **Agency Website** | www.dpie.nsw.gov.au |

**About the Department of Planning, Industry and Environment**

**Our vision is to create thriving environments, communities and economies for the people of New South Wales. We focus on some of the biggest issues facing our state. We deliver sustainable water resource and environment management, secure our energy supply, oversee our planning system, maximise community benefit from government land and property, and create the conditions for a prosperous state. We strive to be a high-performing, world-class public service organisation that celebrates and reflects the full diversity of the community we serve and seeks to embed Aboriginal cultural awareness and knowledge throughout the department.**

Primary purpose of the role

The Senior Economist manages and coordinates the development and implementation of a range of economic research activities and decision tools to contribute to the development and implementation of regional water strategies across NSW.

# Key accountabilities

* Support and coordinate the delivery of economic analysis, econometric/ hydro-economic modelling and data analytics services to inform regional water strategies for the state, including sourcing state and national based economic data, application of hydro-economic modelling and undertaking the quantitative and qualitative analysis to inform water strategy formulation
* Research, analyse and review complex economic issues, identifying emerging economic and market opportunities and risks, developing evidence based options, and recommended solutions to resolve problems and mitigate risks
* Provide expert economic advice and information to relevant stakeholders to facilitate the appropriate identification and implementation of policy, planning and infrastructure options for regional water strategies
* Explore and creatively utilise a wide variety of established and new sources of data, investigating and evaluating new sources of business, economic, demographic and social intelligence, to determine data rigor, credibility and relevance to regional water strategies
* Build and maintain relationships with key stakeholders, facilitating their engagement in, and contribution to, the identification and formulation of economic solutions and to inform regional water strategy development and implementation
* Support engagement of service providers and expert panels who provide economic analysis and advice to ensure work outcomes are delivered accurately, on time and within budget
* Manage and support systems and processes to ensure robust, comprehensive economic analysis, data collection and reporting that withstands expert external scrutiny
* Prepare correspondence, written reports, publications, and briefs, that are informative and aligned with Divisional requirements

Key challenges

* Determine and prioritise data analysis activities, interpreting complex information from multiple sources
* Providing technical information and advice to inform and support the assessment of and development of regional water strategies
* Communicating economic and technical information to non-technical audiences, ensuring data accuracy and relevance to strategies

Key relationships

| Who | Why |
| --- | --- |
| **Internal** |  |
| Manager | * Determine work priorities and provide information and updates. |
| Teams | * Providing analysis of economic issues impacting policy and strategy development. * Contribute to a cohesive team environment by facilitating a co-operative and professional working relationship with other team members. |
| **External** |  |
| Government agencies, providers of statistical, demographic and economic data | * Build close relationships to source new data, determine appropriateness of information provided, develop and implement decision support tools, and share industry analysis. |
| Service providers | * Collaborate to ensure data provision and hydro-economic modelling services and products are provided to specification and within required timeframes |

# Role dimensions

## Decision making

* Manages own work load and sets priorities as defined by project scope
* Determines potential sources of data and the method of utilising new sources of data
* Builds networks throughout the department and with industry

## Reporting line

## Manager

## Direct reports

Nil

## Budget/Expenditure

Nil

Key knowledge and experience

* Strong understanding of economic statistics and their interpretation, macro and micro economics and decision frameworks
* Experienced in utilising key economic data sources and networks from which information can be obtained.

Essential requirements

* Tertiary qualifications in economics, resource economics, social and economic assessment, and/or equivalent experience.

# Capabilities for the role

The [NSW public sector capability framework](https://www.psc.nsw.gov.au/workforce-management/capability-framework/the-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** |
|  | **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 |
|  | **Commit to Customer Service**  Provide customer-focused services in line with public sector and organisational objectives | | Take responsibility for delivering high-quality customer-focused services  Design processes and policies based on the customer’s point of view and needs  Understand and measure what is important to customers  Use data and information to monitor and improve customer service delivery  Find opportunities to cooperate with internal and external stakeholders to improve outcomes for customers  Maintain relationships with key customers in area of expertise  Connect and collaborate with relevant customers within the community | Adept |
| **Work Collaboratively**  Collaborate with others and value their contribution | | Encourage a culture that recognises the value of collaboration  Build cooperation and overcome barriers to information sharing and communication across teams and units  Share lessons learned across teams and units  Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work  Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services | Adept |
|  | **Think and Solve Problems**  Think, analyse and consider the broader context to develop practical solutions | | Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues  Work through issues, weigh up alternatives and identify the most effective solutions in collaboration with others  Take account of the wider business context when considering options to resolve issues  Explore a range of possibilities and creative alternatives to contribute to system, process and business improvements  Implement systems and processes that are underpinned by high-quality research and analysis  Look for opportunities to design innovative solutions to meet user needs and service demands  Evaluate the performance and effectiveness of services, policies and programs against clear criteria | Advanced |
| **Demonstrate Accountability**  Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines | | Be proactive in taking responsibility and being accountable for own actions  Understand delegations and act within authority levels  Identify and follow safe work practices, and be vigilant about own and others’ application of these practices  Be aware of risks and act on or escalate risks, as appropriate  Use financial and other resources responsibly | Intermediate |
|  | **Technology**  Understand and use available technologies to maximise efficiencies and effectiveness | | Identify opportunities to use a broad range of technologies to collaborate  Monitor compliance with cyber security and the use of technology policies  Identify ways to maximise the value of available technology to achieve business strategies and outcomes  Monitor compliance with the organisation’s records, information and knowledge management requirements | Adept |
| **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** |
|  | 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 |
|  | Communicate Effectively | | Communicate clearly, actively listen to others, and respond with understanding and respect | Adept |
| Influence and Negotiate | | Gain consensus and commitment from others, and resolve issues and conflicts | Intermediate |
|  | Deliver Results | | Achieve results through the efficient use of resources and a commitment to quality outcomes | Adept |
| Plan and Prioritise | | Plan to achieve priority outcomes and respond flexibly to changing circumstances | Adept |
|  | Finance | | Understand and apply financial processes to achieve value for money and minimise financial risk | Intermediate |
| Procurement and Contract Management | | Understand and apply procurement processes to ensure effective purchasing and contract performance | Intermediate |