

POSITION DESCRIPTION

Project Director

Division	Program Development & Delivery
Location	Various
Classification	Water Award 2020 Level 9
Employment Status	Permanent, Full Time
Direct Reports	3 - 5
Reports To	General Manager – Program Development & Delivery

ORGANISATION

Tasmanian Irrigation Pty Ltd (TI) is the State-owned Company responsible for operating and developing irrigation schemes funded through public / private partnerships.

Since Tasmanian Irrigation was established in 2008, the Company has taken over management of a range of inherited assets, including dams, irrigation schemes and river works, constructed 16 new irrigation projects, and advanced planning on a further six projects.

By 2030, Tasmanian Irrigation expects to manage a portfolio of irrigation infrastructure valued at more than \$900 million, capable of delivering 236,000 megalitres of water via 1,786km of pipeline, 49 pump stations, 15 dams and three power stations.

All schemes developed and operated by Tasmanian Irrigation are economically viable, environmentally sustainable, have strong community endorsement, are designed to last at least 100 years and deliver water at an average reliability of more than 95 per cent per annum.

POSITION OBJECTIVE

The primary objective of this position is to collaboratively manage a designated project to ensure that it is delivered safely, on-time, within budget and to the agreed quality specifications while meeting stakeholder expectations.

KEY DUTIES

To work as the Project Director to facilitate and deliver the project successfully.

- Lead and develop members of Project Team, providing values-based leadership and management, an ongoing focus on safety and water delivery efficiency and effectiveness.

- Reporting to the General Manager – Program Development and Delivery, and working with the project team and external service providers, lead, develop, justify, design and deliver the project including the approval process, design process and procurement process.
- Ensure that the new irrigation scheme is built to the approved business case specifications which include budget, timeframe, and most efficient use of all internal resources.
- Actively engage a range of stakeholders including landowners, irrigators, contractors, suppliers, interested parties and peak bodies to ensure they are engaged and heard throughout the project.
- Lead the project team to encourage focused, innovative, responsive solutions to project design and delivery issues with adherence to TI contractual obligations.
- Assume management control of any project problems to ensure appropriate resolution, and provide visible leadership, direction and guidance to the project team in resolving complex issues.
- Work with the operations area of the business to ensure effective and fit for purpose scheme infrastructure designs that meet regulatory, statutory, water delivery and funding requirements.
- Provide strategic commercial analysis, advice and reporting to the General Manager – Program Development and Delivery for all aspects of the project including procurement and contracting models, contractual and land compensation issues.
- Ensure the delivery of high quality, timely and accurate reports and presentations including, project progress, budget and financial with relevant forecasts to the General Manager – Program Development and Delivery, senior leadership team, CEO, TI Board and Sub Committees, funding agencies and other government departments as required.
- Actively identify, maintain, manage and report on the project risks, and appropriately escalate issues or risks where necessary.
- Develop a team culture to ensure the delivery of safe, quality, streamlined, innovative, integrated, and cost-effective services, including use of IT solutions to improve service, maintain records and reduce costs.
- Lead the development and implementation of detailed project plans to monitor and track progress.
- Proactively identify opportunities to improve and streamline systems and processes

WORK HEALTH & SAFETY

- Be an exemplary safety leader in the organisation promoting a safety-based culture.
- Manage and lead employees and contractors to ensure compliance with workplace safety requirements.
- Be responsible for own health and safety (including mental health) and the health and safety of others.
- Understand and deliver on workplace health and safety responsibilities, and follow procedures for reporting hazards, incidents and injuries in line with company and certification requirements.
- Be aware of and promote fire and emergency procedures.
- Ensure all workplace health and safety related policies and procedures are always upheld, and abide by all workplace health and safety directives, including complying with safe work practices including utilisation of personal protective equipment and clothing.

RESPECTFUL WORKPLACE BEHAVIOUR

Tasmanian Irrigation (TI) is committed to a productive and positive workplace.

TI will not tolerate instances of bullying, harassment, sexual discrimination, sexual harassment or sex-based harassment. Any conduct that creates a hostile workplace environment on the grounds of sex, victimisation or occupational violence are unlawful and unacceptable, and TI will take action as appropriate in relation to any breach of our policies.

ORGANISATIONAL ENVIRONMENT

- As a key senior manager provide management and leadership across the project and to members of Program Development and Delivery teams to proactively maintain a positive, values based, adaptable, enduring culture and work environment.
- Be an exemplar of the organisational values of Integrity, Collaboration and Communication, Safety and Wellbeing, Innovation and Optimisation and Sustainability.
- Act with integrity and fairness in all dealings with internal and external stakeholders.
- Ensure that the performance plans, reviews, training, and development plans of all direct reports are completed in a timely manner including the provision of performance related feedback.
- Adhere and ensure adherence to TI instructions, policies and procedures to ensure safe and correct working practices aligning to TI instructions, policies, and procedures whilst still achieving required results.
- Ensure all work carried out retains simplicity while being of the highest standard.

SELECTION CRITERIA

Essential:

- Proven experience in Senior Project Management in large scale construction or water management industry projects
- Excellent verbal and written communication and relationship building skills
- Formal qualifications in Project Management
- Extensive knowledge and application of contemporary project and contract management practices and techniques
- Proven budget management skills
- Demonstrated ability to develop a partnership approach across a range of stakeholders
- Demonstrated expertise, leadership skills and people management experience leading diverse teams
- Demonstrated understanding and experience in developing commercial solutions and risk-based solutions

Desirable:

- Ability to use project management software (e.g. Microsoft Project)
- In depth knowledge of the irrigation or water delivery industry or within agribusiness
- Multi-site management experience

KEY WORKING RELATIONSHIPS

Internally:

- General Manager – Program Development and Delivery
- Project Manager(s)
- Project Administrator
- Senior Leadership Team
- Board
- Technical Services Team
- Engineering Team
- Water Delivery Team – in particular Hub Leaders

- Contracts Specialist
- Safety Team
- Environment Team
- Corporate Services Team
- Accounting and Finance Team
- Legal
- Corporate Affairs

Externally:

- Entitlement holders (irrigators/farmers/investors/ Irrigator Consultative Committees/ working groups)
- Water supply providers
- External contractors and consultants
- Regulators (e.g. DCCEEW, NRE Tas & Local Councils)
- Engineers
- Government officials
- Professional service firms

WORKING CONDITIONS & PHYSICAL REQUIREMENTS

This role is a statewide role based in either Hobart or Launceston and will involve extensive travel around the state and out of hours meetings.

This role is primarily based in an office however may involve significant driving in varied conditions. A valid driving licence and the ability to drive in variable conditions will be required.

This role will involve inspecting work sites and attending meetings out of hours from time to time. Successful candidates are required to pass a pre-employment medical assessment.

PERFORMANCE CRITERIA

- Communicates with Influence
- Cultivates Productive Working Relationships
- Shapes Strategic Thinking
- Exemplifies Personal Drive and Integrity
- Achieves Results

APPROVAL

Position Holder: _____

Dated: _____

CEO: _____

Dated: _____