

Position Profile

1266 – Strategic Planner – Strategic Planning

About Council

The Sunshine Coast Council continues to take a lead role in shaping a prosperous future for our community through a vision to be Australia’s most sustainable region – healthy, smart, creative.

Sunshine Coast Council is one of the largest local governments in Australia, serving a community of more than 350,000 residents across an area of approximately 2,291 square kilometres. Council’s 2021-2025 Corporate Plan aims to deliver a smart economy, a strong community, a healthy environment, service excellence and an outstanding organisation. These objectives provide our community and our organisation with a line of sight to the programs, projects and services provided by council to residents, businesses and visitors across our region every day. Our employees’ passion and commitment to the region and their willingness to go above and beyond, is what sets Sunshine Coast Council apart as a local government organisation.



Our Values

Everything council does is underpinned by its values which define the culture of the organisation and the behaviours that shape our interaction with the community and each other.

Respect for each other in our working relationships

Being our best by continuing to learn, grow, challenge and change

Working as one team across the organisation and with our community

High standards in our conduct, service and governance

Service excellence for our customers and each other

Our Corporate Plan Goals

1. **A Smart Economy** - A prosperous, high-value economy of choice for business, investment and employment.
2. **A Strong Community** - In all our communities, people are included, treated with respect and opportunities are available to all.
3. **A Healthy Environment** - Maintaining and enhancing the region's natural assets, liveability and environmental credentials.
4. **Service Excellence** – Positive experiences for our customers, great services to our community.
5. **An Outstanding Organisation** - A high performing, innovative and customer-focused organisation marked by great people, good governance and regional leadership.

Position Summary

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|-------------------------------------|---|-------------------------|----------------------------|
| Position title | Strategic Planner | | |
| Position number | 1266 | | |
| Reports to | Coordinator Regional Planning and Advocacy | | |
| Position type | Establishment | | |
| Position classification | Award Based – QLD LG Industry (Stream A) Award – Level 5-6 | | |
| Group | Customer Engagement and Planning Services | | |
| Branch | Strategic Planning | | |
| Team | Regional Planning and Advocacy | | |
| Employment area | Sunshine Coast | Current Location | Caloundra and Maroochydore |
| Team leadership/ supervision | Not applicable. | | |
| Internal liaison | Manager, Co-ordinator, Team Members, and other Council employees. | | |
| External liaison | Federal and State Governments, local authorities, community, special interest groups, media, business and industry bodies, academic institutions, and community members. | | |
| Delegations | As per Council's Delegations of Authority relating to financial, administrative, human resource management, Workplace Health & Safety (WH&S) and environmental management responsibilities. | | |
| Date last reviewed | 16 May 2022 | | |

Key Responsibilities

- Strategic Planners are assigned to specific project teams from time to time, according to their particular skills and expertise. Rotation across teams depends on project completion periods although this is facilitated, where business permits, to promote learning, variety and career development.
- Prepare or contribute to the development of growth management strategies, strategic land use plans, and policies to meet the objectives of Council, including development of project methodology, identification of key issues, management structures and approaches, in accordance with the principles and requirements of the *Planning Act 2016*, the *South East Queensland Regional Plan 2017* and other relevant land use planning legislations.
- Contribute to Council's active involvement to regional planning initiatives such as participation in technical working parties/committees/working groups, and review of discussion papers/reports/studies on a range of regional planning issues.
- Assist with the development and maintenance of population and land supply monitoring and forecasting tools, including analysis of impacts on the achievement of key planning strategies.
- Coordinate and manage the assessment of Ministerial Infrastructure Designations and their potential impact on, or alignment with, key Council planning strategies.
- Develop or contribute to the preparation of local area structure plans, master plans and development plans for designated planning projects as well as the Sunshine Coast Planning Scheme.

- Contribute to the successful implementation of key regional and local planning strategies including the *South East Queensland Regional Plan*, the Sunshine Coast Planning Scheme, other Tier One Council Strategies, Council's Corporate Plan and various other planning instruments.
- Undertake research, including data analysis and community consultation, as required, and prepare technical reports on the findings.
- Ability to think strategically and apply strategy to operational implementation and work effectively and productively within a self-managed team environment for the successful delivery of land use policy and strategy outcomes.
- Assess the impacts of major strategic projects, including impacts on Council's key planning strategies.
- Support the project management of assigned strategic planning projects, including supervision of junior planners, managing consultants, and meeting set timeframes.
- Investigate, contribute to and/or prepare reports for submission to Council in respect to a range of assigned strategic planning issues.
- Provide advice to Council, the public, other stakeholders and partners, as required, in respect of Council's strategic planning policy, planning scheme, and projects.
- Coordinate and/or participate in community consultation programs as part of the development of strategy/policy.
- Ensure personal safety and the safety of others by following Council policies and procedures, cooperating with all reasonable instructions and actively participating in all health & safety training and consultation.
- Such other relevant duties as required from time to time which would generally fall within the scope of this position.

Key Requirements

Mandatory Requirements / Experience

- Recognised tertiary qualifications/accreditations and equivalent experience in the Planning profession, with demonstrated application of such learning in the workplace.
- Qualifications required to satisfy membership status of the Planning Institute of Australia.
- Experience with the legislation, regulations, standards, policies, planning schemes and relevant state government codes, including the *Planning Act 2016* and the *South East Queensland Regional Plan*.
- Demonstrated successful experience in land use planning, analysis, investigation and strategy development in a large and complex local government area.
- Demonstrated skills in project management, time management, statistical and technical data analysis.
- Experience in public speaking and highly developed presentation skills for professional, government and community audiences.
- Self motivation and enthusiasm to work effectively within a self-managed environment for the successful delivery of sustainable land use policy and strategy outcomes.
- Current Driver's Licence – "C" class

Desirable Requirements / Experience

- Experience in spatial data analysis, demographic and population analysis and use of GIS software such as ArcGIS.

Corporate Requirements

- Commitment to the agreed Sunshine Coast Council values and behaviours
- Compliance and adherence to Code of Conduct
- Participation in Performance Review and Planning
- Availability to work across council work locations
- Commitment to the Work Safe : Live Well 7 Safety Essentials

Be fit for work ▪ Look after yourself and others ▪ Manage risk - if it's not safe don't do it ▪
Follow procedures and instructions ▪ Check all plant & equipment and be competent in its use ▪
Use and maintain correct PPE ▪ Report all hazards, incidents and near misses.
