

JOB TITLE Open Space Planning Lead	CLASSIFICATION Band 6	REPORTS TO Coordinator Parks
--	---------------------------------	--

WHAT WE TRUST YOU TO DELIVER



- Develop and implement a program of routine inspections and audits of parks, playgrounds, gardens, reserves, sports grounds and other open spaces to assess maintenance performance, presentation, amenity, functionality, public safety and opportunities for improvement.
- Supervision and management of minor operating contracts in parks and open space.
- Coordinate and support the delivery of third party auditing of open space assets and services and contractor OHS compliance, where these are undertaken by specialist auditors.
- Through the auditing of open spaces and collation of third party audit findings, develop, in consultation with others, an open space improvement plan for each locality that will inform maintenance improvements, asset renewal and upgrades and new projects to enhance the quality of open spaces.
- Coordinate and work with staff and contractors to deliver open space improvement initiatives.
- Coordinate the handover of new and upgraded open spaces and assets from other departments or external agencies.
- Develop, maintain and implement a program for routine reporting of open space audit findings against established KPIs.
- Contribute to the strategic planning, implementation, evaluation and reporting of environmental projects and programs related to our City's sustainable environment and climate change strategic objectives

WHAT YOU'LL NEED TO THRIVE



- Proven experience in open space planning / management, contract management, landscape design, asset management, auditing or project management.
- A demonstrated understanding of contemporary open space design, maintenance and renewal.
- An eye for detail and demonstrated commitment to best practice open space maintenance and presentation.
- Experience in developing or maintaining an asset / open space audit and performance framework.
- Strong analytical, investigative and problem solving skills, with an ability to identify and analyse various options before making a recommendation.
- Excellent interpersonal and communication skills to establish and maintain effective relationships, and gain cooperation of stakeholders to resolve problems and achieve positive outcomes for Council and the community.
- Proven ability to work independently and effectively with staff and contractors across multiple disciplines.
- Highly developed written and presentation skills including the ability to communicate findings, conclusions and recommendations to a variety of audiences.
- Skills in managing time, setting priorities, planning and organising work to meet objectives, deadlines and budgets.
- Tertiary qualification in horticulture, landscape design, open space planning, environment, urban planning, asset management or other related discipline with relevant experience
- Experience in Local Government is desirable but not essential

WHAT WE'LL DO TO SUPPORT YOU



- Provide a safe and welcoming environment where you'll be encouraged to innovate and embed new ways of working.
- Deliver opportunity for genuine engagement and collaboration across all levels of the business.
- Commit to your long term growth and career development.
- Provide access to our Executive Team to share ideas and make a positive difference across the organisation.

WHERE YOU FIT IN AND THE DIFFERENCE YOU CAN MAKE



VISION Council will be an inclusive, healthy, creative, sustainable and smart community
VALUES Cooperation, Change and New Ideas, Learning, Achievement, Communication & Accountability.

OUR CAPABILITY FRAMEWORK OUTLINES THE BUILDING BLOCKS WE USE TO DEVELOP OUR ORGANISATION AND PEOPLE



CAPABILITY	Technology Savvy	Project & Contract Management	Leadership impact	Customer Centric
LEVEL	2	2	2	2
CAPABILITY	Developing self & others	Building Relationships	Communicating & presenting	Delivering results
LEVEL	2	2	2	2