

JOB TITLE Community Services Planner	CLASSIFICATION Band 6	REPORTS TO Manager Community Services
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WHAT WE TRUST YOU TO DELIVER



- » Develop and coordinate the Birth-25 Strategy for City of Stonnington, working with stakeholders to ensure an agreed strategic direction with measurable actions.
- » Support community managed early years services to provide high quality and sustainable services which are responsive to community need.
- » Initiate and lead innovative projects and strategies to enhance services for Stonnington families and improve community connectedness e.g. Central Enrolment, three-year-old kindergarten.
- » Ensure the Council meets and maintains its obligations to be a Child Safe organisation through a strategically focused development of policies, procedures, reporting and training.
- » Oversee the development of the annual Capital Works budget and program for Community Services in consultation with the relevant services and Council's Project Management & Delivery team.

WHAT YOU'LL NEED TO THRIVE



- » Experience working in community services and the development or management of community focused programs and initiatives.
- » Relevant tertiary qualifications in Early Childhood, Community Services or Community Development.
- » Demonstrated understanding and knowledge early childhood service delivery and the Victorian Child Safe Standards and Reportable Conduct Scheme.
- » Demonstrated ability to liaise and consult effectively with service users and providers, committees of management and other stakeholders as required.
- » Demonstrated experience in project management.

WHAT WE'LL DO TO SUPPORT YOU



- » Provide a safe and welcoming environment where you will 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 opportunities 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	Systems Thinking	Inspiring People	Customer Centric
LEVEL	3	4	4	4
CAPABILITY	Developing self & others	Building Relationships	Communicating & Presenting	Delivering results
LEVEL	2	4	4	4