

INVESTED IN QUEENSLAND

Senior Economic Development Officer

Status	Flexible full-time Temporary asap to 25 September 2020, with possibility of an extension	Closing date	COB 20 July 2020
Organisation	Manufacturing, Industry and Regions/Regional Development/North/North West Queensland Regional Office Department of State Development, Manufacturing, Infrastructure and Planning	Contact	Graham Locke
Location	Mount Isa	Telephone	07 4747 3902
Classification	AO5	Apply via Email	graham.locke@dsmip.qld.gov.au

DSDMIP is an inclusive organisation. We value and respect differences and the diversity of thought and experiences they bring. We encourage applicants representing all genders, ethnicities, ages, languages, sexual orientations, and people with disability, family responsibilities to apply.

Your opportunity

As a team member of Regional Development this is your opportunity to contribute to services provided by the department in the region including economic development activities and other departmental priorities.

By joining the Queensland public sector, you will contribute to better outcomes for Queenslanders by implementing the policies, priorities, services or programs of the elected government.

Your team – Manufacturing, Industry and Regions

The Manufacturing, Industry and Regions (MIR) Group is responsible for implementing the regional and industry elements of the Queensland economic strategy, and for developing and driving the execution of industry roadmaps for the priority sectors that are identified in the strategy. This includes support for manufacturing, defence, aerospace, biofutures, biomedical, and mining engineering and technology services.

MIR's Regional Development teams across the state coordinate the delivery of initiatives such as departmental programs and workshops, to link industry and regional business and grow regional supply chains. The group engages with regional stakeholders and works with regional economic development partners to support and advocate for the strategic delivery of regional economic priorities. It also coordinates state and local government responses to adverse events.

Regional Development/North

Regional Development contributes to achieving the following departmental objectives/strategies:

- Creating a diverse, productive and sustainable economy for a fairer Queensland
 - Develop growth strategies and provide support for emerging industries with high-growth potential
 - Support traditional and transitioning industries to maintain and increase productivity
 - Build the economic capacity and capability of regional and disadvantaged communities
- Enabling the development of public and private infrastructure projects that provide enduring benefits
 - Provide funding support for critical infrastructure in regional areas
- Creating well-planned Queensland communities that are prosperous, resilient and sustainable
 - Lead economic recovery efforts following adverse events.

Your contribution

- Deliver and promote business, industry and regional development services to support economic growth and diversity to regional clients
- Assist in the facilitation of collaborative industry initiatives, industry clusters and supply chain development
- Develop and maintain effective partnerships and relationships with regional industry stakeholders and other government agencies
- Monitor and provide feedback to supervisors on regional economic development opportunities and issues
- Provide accurate and timely reports, briefings, submissions and other documentation that may be required
- Identify opportunities and contribute positively to team activities including project planning and implementation. Participate in organisational and service delivery improvement processes
- Demonstrate commitment to the Department's core values of strong customer service, teamwork, open communication, leadership and innovation
- Perform other tasks as required by the Regional Director, Manager and team members.

What we are looking for

You will be assessed on your capability and capacity for the following in the context of the role accountabilities set out above.

- **Technical Skills**—Applies business and industry experience, functional and technical knowledge and skills to perform the job at a high level of accomplishment
- **Supports strategic direction**—Draws on information from multiple sources and uses agreed guidelines to analyse what information is important and how it should be used. Keeps self and others well informed on work progress

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- **Achieves results**—Establishes task plans and simple project plans with measurable milestones to deliver objectives. Commits to achieving quality outcomes and adheres to documentation procedures
- **Supports productive working relationships**—Is responsive to changes in client needs and expectations. Builds and sustains positive relationships with team members and clients
- **Displays personal drive and integrity**—Acts professionally at all times and operates within the boundaries of organisational processes and legal and public policy constraints. Shows initiative and does what is required
- **Communicates with influence**—Confidently presents messages in a clear, concise manner. Structures written and oral communication to ensure clarity. Identifies other people’s expectations and concerns.

We are also looking for people who will live our values and who are open to change. We manage a mobile, flexible and agile workforce to support service delivery and professional development. Changing organisational needs may mean that employees take on other roles as needed. Please also note that the position description is indicative and may change to reflect the department’s objectives and priorities, activities or role focus.

Our department

At the Department of State Development, Manufacturing, Infrastructure and Planning (DSDMIP) we are invested in Queensland. Our vision is to create a thriving and inclusive Queensland, where the economy, industry and communities prosper. We work to improve productivity and provide opportunities for all Queenslanders so that they can enjoy a better quality of life. We do this by striving to:



Lead economic strategy

Lead a coordinated and strategic approach to Queensland’s medium to long-term economic development



Diversify the economy

Attract and stimulate investment in Queensland to grow the economy and create secure, long-term jobs



Attract investment

Create a diverse, productive and sustainable economy for a fairer Queensland



Enable infrastructure

Enable the development of public and private infrastructure projects that provide enduring benefits



Create thriving communities

Create well-planned Queensland communities that are prosperous, resilient and sustainable.

Find out how we’re invested in growing Queensland at qld.gov.au/investedinqld

Working with us

We are invested in our people: we know that they are key to achieving our vision for Queensland. We are committed to creating a thriving and inclusive workplace, where people are respected, have the opportunity to fulfil their potential, and deliver the best possible outcomes. We achieve this by creating a diverse workforce and by **living our values**, which enable us to harness our strengths and deliver better outcomes for Queensland.



CUSTOMERS FIRST



EMPOWER PEOPLE



UNLEASH POTENTIAL



BE COURAGEOUS



IDEAS INTO ACTION



COLLABORATE

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With collaborative working at the core of our organisation, we recognise the power of diversity to broaden perspectives and improve outcomes. We value, respect, include and empower all people so that everyone feels able to bring their whole selves to work.

As public servants we are committed to the highest ethical, professional and service standards in the delivery of outcomes for the people of Queensland. We are proudly a White Ribbon Australia accredited workplace. We are committed to preventing violence and supporting employees affected by domestic and family violence (DFV).

Your employee benefits

Your employment experience will include:

- competitive salary and superannuation, including up to 12.75 per cent employer superannuation contributions
- generous leave entitlements, including leave loading up to 17.5 per cent (and five weeks' leave and 14 per cent leave loading for employees in Far North Queensland)
- a range of salary packaging options
- opportunities for professional development
- a genuine focus on employee health and wellbeing
- flexible work hours and work arrangements (where it does not conflict with operational requirements)
- an environment that genuinely values diversity and cultural capability and is an equal opportunity employer.

How to apply

Please provide the following information to the panel to assess your suitability:

- a current résumé of no more than three pages
- two referees from the last two years, who have a thorough knowledge of your work performance and conduct. Please ensure that one of the referees is your current or immediate past supervisor.

Please apply via email to graham.locke@dsmip.qld.gov.au

Hand delivered applications will not be accepted.

About the recruitment process

- Applications remain current for 12 months and may be used to recruit to recurring and similar vacancies
- A probationary period of three months applies to external appointees unless otherwise agreed in writing
- Applications from recruitment agencies will not be accepted
- Criminal history and due diligence checks may be undertaken on preferred applicant(s), depending on the nature of the positions and the responsibilities of the role. If we receive information that may exclude you from further consideration, you will be given an opportunity to respond and your response will be taken into account in the evaluation process.

Applicant responsibilities

- All recommended applicants will be required to disclose any serious disciplinary action taken against them in public sector employment
- Within one month of commencing employment, the successful applicant is required to disclose any employment as a lobbyist in the preceding two years.

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