

APPLICANT PACK

Director Infrastructure & Development

Walcha Council



RECRUITING FOR:



CONTACT

Belinda Walker

Executive Talent Consultant
Leading Roles

☎ 0411 449 447

✉ Belinda.Walker@leadingroles.com.au

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We acknowledge the Traditional Owners of the Walcha region and recognise their continuing connection to land, water and community. We pay respect to Elders – past, present and emerging – of the Dunghutti nation, and acknowledge the important role Indigenous Peoples continue to play within our community.



About the Opportunity

Walcha Council is seeking an experienced Infrastructure leader to take on the role of Director Infrastructure & Development. This is a significant opportunity to guide one of Council's most diverse and high-impact portfolios, responsible for the delivery of essential infrastructure and services across the region.

The Director of Infrastructure & Development will form part of the Executive Leadership Team (ELT), working closely with the General Manager and peers across other directorates. This role is integral to whole-of-Council leadership, contributing to organisational performance, governance and community outcomes. The Directorate is responsible for roads, water and wastewater, waste and resource recovery, strategic planning, development and regulatory services.

The Director will provide both strategic and operational leadership, ensuring efficient service delivery, embedding accountability and strengthening culture across a multi-disciplinary workforce.



Key Responsibilities

- Provide strategic and operational leadership across infrastructure and development, including roads, water and wastewater, waste and resource recovery, asset management, parks and open space, and regulatory services.
- Oversee the planning, delivery and monitoring of capital works programs and asset renewal projects, ensuring projects are delivered on time, to quality and within budget.
- Lead Council's responsibilities for emergency management as the Local Emergency Management Officer (LEMO).
- Ensure compliance with relevant legislation and provide expert advice to the General Manager, Councillors and the executive leadership team.
- Foster a culture of safety, accountability, collaboration and continuous improvement across the Directorate.

Opportunities and Challenges

This role presents an opportunity to deliver a significant capital works and asset renewal program while balancing limited resources with growing community expectations. It will require strong leadership in shaping the future of water and wastewater services, including long-term water security planning, and in driving improvements to road maintenance and the local road network.

The Director will be expected to embed modern asset management practices, introduce proactive financial and resource management, and strengthen governance and project reporting practices. There is also scope to contribute to organisational reviews and change initiatives to better align the Directorate with Council's long-term strategic direction.



Special Projects

Key special projects will include leading water and wastewater infrastructure upgrades to address critical community and economic development needs, renewal of waste and resource recovery facilities, and the delivery of major road construction and maintenance programs in collaboration with state and regional partners.

The Director will also oversee the implementation of improved asset and project management systems to support effective long-term delivery and community satisfaction.



Stakeholder Engagement

The Director will represent Council with a wide range of stakeholders, including Elected Members, state agencies, contractors, regulators, regional partners and the local community. Success in this role requires political acumen, negotiation skills and the ability to engage with transparency and integrity, building trust and confidence in Council's service delivery.

Workforce Leadership

The Directorate comprises more than 80 staff delivering services across roads, water, wastewater, waste, planning and regulatory functions. The Director will have several direct reports including the Manager Roads, Manager Strategic Planning and Environment, Manager Urban and Utilities, and Manager Assets. This role requires a visible and people-focused leader who can build capability, embed succession planning, strengthen safety culture and develop an engaged and high-performing workforce. Council is seeking a leader who can further develop the capability of the team while building an engaged and service-oriented culture.



Personal Attributes

Walcha Council is seeking a decisive, resilient and collaborative leader who models integrity and professionalism. The successful candidate will be a strong communicator, a strategic thinker and a visible leader who fosters innovation and empowerment. A genuine community focus and the ability to engage constructively with Councillors, staff and stakeholders will be essential as well as an affinity for relating to, and understanding concerns of, rural communities.

Selection Criteria

- Senior leadership experience in local government leading multi-disciplinary infrastructure and development services.
- Proven capability in capital works delivery, asset management and governance reform, with a record of delivering programs on time, within budget and to a high standard.
- Strong political acumen and demonstrated success in stakeholder engagement with councillors, staff, regulators, regional partners and the community.
- Demonstrated ability to lead and develop multi-disciplinary teams, strengthen workforce culture and embed accountability and collaboration.
- Experience managing a rural roading network in a rural environment.
- Tertiary qualifications in Engineering or a related discipline, with postgraduate management qualifications such as an MBA considered desirable.



Remuneration

Joining Walcha Council means becoming part of a dedicated and supportive team within a close-knit rural community. You'll be welcomed into an environment that values equity, participation, sustainability and inclusion - principles that guide everything they do for their people and region.

In recognition of your contribution, the successful candidate will receive a Total Remuneration Package (TRP) that is competitive, and negotiable based on skills, qualifications and experience.

Benefits of the role include:

- Salary circa \$185 000 plus superannuation and relevant allowances
- Council supplied vehicle with full private use (est annual value \$20,000)



About Council

The Walcha Council region is renowned as the "Pasture Wonderland," celebrated for producing some of the country's finest livestock and globally recognised for its high-quality superfine wool.

Nestled in the New England region of New South Wales, Walcha Shire spans over 6,400 square kilometres, and is predominantly rural, with the town of Walcha serving as the largest settlement and the administrative centre of the area. Smaller towns and villages within the Council include Walcha Road, Nowendoc, Yarrowitch, and Woolbrook.

Population and Geography

With an estimated population of 3,000, the region is known for its rolling hills, agricultural lands, and a climate that supports livestock farming, particularly cattle and sheep. The area also includes expansive pine plantations, contributing to the local forestry industry.

Industry and Economy

Agriculture and forestry drive the local economy, with cattle, sheep farming, and pine plantation management at the core. Tourism, retail, and healthcare services also provide economic support.

Walcha Council Operations

The Council is made up of eight elected Councillors who represent the community and make key decisions. The Mayor, elected by the Councillors, leads the Council. The General Manager oversees daily operations, ensuring efficient service delivery.

Walcha Council is committed to financial sustainability, guided by its Long-Term Financial Plan, balancing community needs with fiscal responsibility. Council services encompass infrastructure, water and sewerage, waste management, community care and environmental services. Additionally, the Council operates Walcha Preschool, a community-based early childhood education centre and the Apsley Riverview Aged Care, a residential aged care facility providing comprehensive support for older residents.

Council meetings are held regularly, providing the community a chance to engage and influence decision-making. This ensures transparency and accountability in Council operations.



Links to Council Information



Corporate Plan – Walcha 2032 Community Strategic Plan

Vision:

“To create a vibrant and sustainable environment in which people want to live, work and play.”

Purpose and Structure of the Plan:

Walcha 2032 outlines the community’s long-term aspirations and provides a strategic framework to guide Council decisions, resource planning and service delivery. It promotes transparency, accountability and ongoing community engagement. The Plan is structured around **eight interrelated themes**, each with defined goals and strategies focused on achieving social equity, environmental sustainability and economic resilience.

Key Challenges Identified:

- Declining population and volunteer succession
- Funding limitations
- Retaining families and young people
- Transport and health service access
- Environmental sustainability and climate change
- Governance and Council performance

Strategic Themes and Goals:

1. **Transport** - The goal is for Walcha to be serviced by an integrated and efficient transport network. This includes maintaining local road and bridge infrastructure, improving regional road links and enhancing pedestrian and cycling facilities. It also prioritises advocacy for better public transport.
2. **Business and Jobs** - Commercial and tourism development is encouraged, provided it aligns with the region’s natural and social character. The Council aims to attract new businesses, support existing enterprises and promote local employment opportunities.
3. **Health** - Walcha’s health strategy focuses on securing accessible and locally managed health and wellbeing services. Maintaining partnerships with service providers and advocating for sustainable healthcare access is a key priority.
4. **Education and Training** - Council supports the expansion of education and skills development opportunities, especially those aligned with the region’s employment needs (e.g., agriculture, trades). There’s also a focus on youth retention and lifelong learning.
5. **Stronger Community** - Social inclusion, cultural identity and intergenerational support are central here. The Plan includes strategies to support Aboriginal communities, encourage youth engagement, promote arts and recreation and build community resilience to natural disasters.
6. **Local Environment and Liveable Communities** - The protection and enhancement of Walcha’s unique natural and built environments are key. Waste reduction, sustainable water and sewer services and renewable energy development are identified priorities. Maintaining the character of Walcha’s villages and rural land is also vital.
7. **Keeping People Safe** - This theme addresses the need for well-resourced police and emergency services. The Council aims to ensure a safe living environment through effective partnerships and local planning for disaster preparedness.
8. **Better Government** - Council commits to inclusive governance characterised by transparency, mutual respect and open communication. Financial sustainability, boundary reviews and the pursuit of diversified revenue streams (beyond rate funding) are ongoing objectives.

Development and Engagement:

Originally adopted as Walcha 2027 in 2011, the plan has been reviewed through extensive community consultation in 2013, 2017 and 2022. The current Walcha 2032 reflects input from over 30 groups, including schools, youth, Aboriginal representatives, emergency services, community groups and local businesses—ensuring the plan is community-driven and aligned with local values and aspirations.

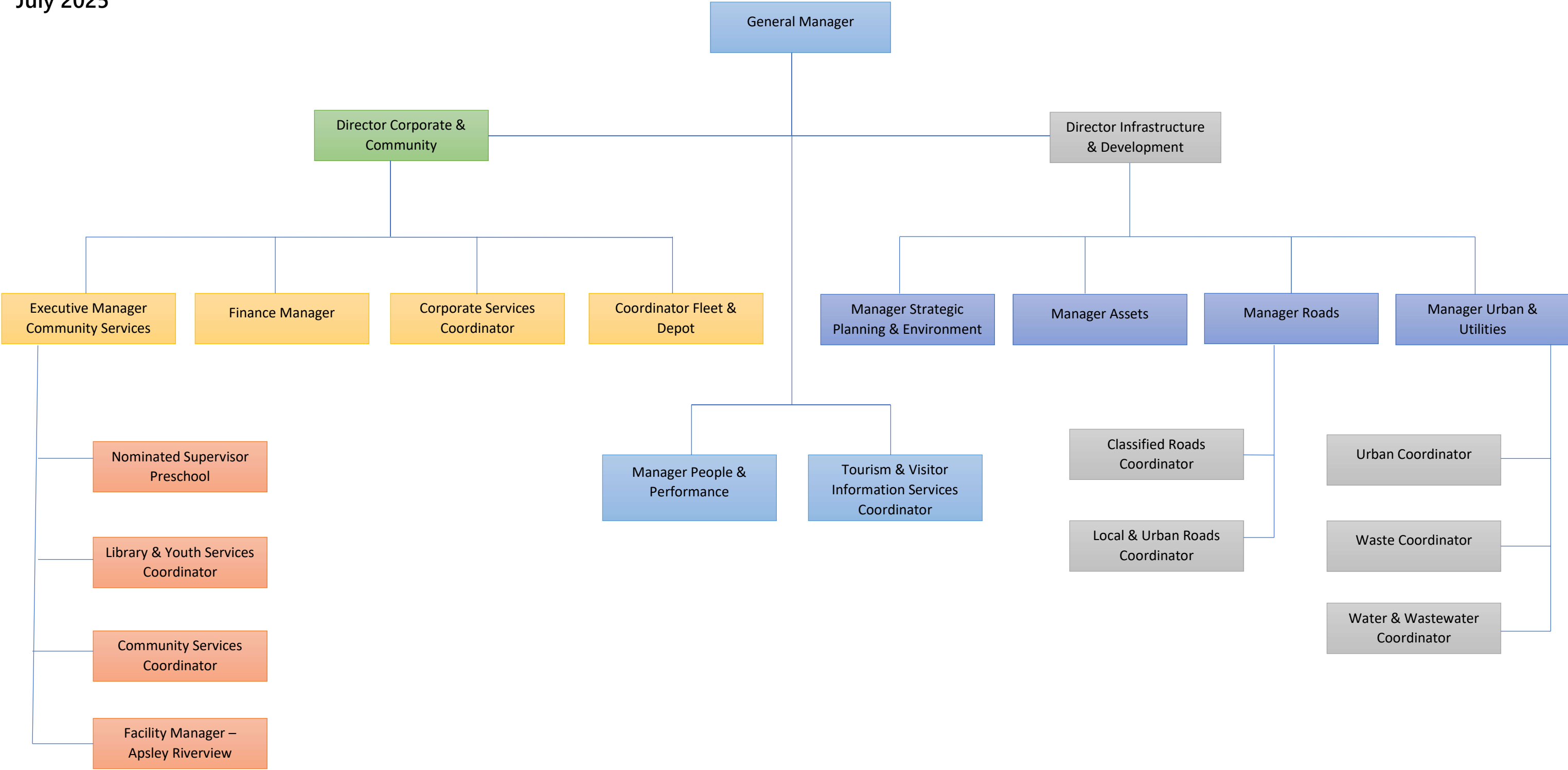
Source: “Walcha Council Community Strategic Plan 2032” – Walcha Council.

Organisational Structure



Walcha Organisation Chart – Overview

July 2025





Living in the Region



Housing

Walcha offers a range of affordable housing options, from charming heritage homes in the town centre to modern residences and rural lifestyle properties on larger blocks. The region's low cost of living compared to metropolitan areas makes it an attractive choice for individuals and families looking for space, tranquility, and a strong sense of community. Whether you're after a family home, a hobby farm, or a quiet country retreat, Walcha provides diverse housing choices in a picturesque setting.



Educational Facilities

Walcha Shire offers access to primary and secondary education through Walcha Central School, which caters to students from Kindergarten to Year 12. St Patrick's School provides primary education in a Catholic setting. Several public primary schools also operate in surrounding villages, including Kentucky, Niangala, Woolbrook, and Yarrowitch. For tertiary education, residents typically travel to Armidale or Tamworth, where a range of vocational training and university-level courses are available.



Healthcare

Walcha Shire offers essential healthcare services through the Walcha Multi-Purpose Service (MPS), located at 11 Middle Street. This public hospital provides 24 beds—comprising 9 acute care beds and 15 high-care residential aged care beds—and offers services such as general medicine, emergency care, dental services, and community health support. The Walcha General Practice Clinic complements these services by providing general medical care to the community. Apsley Riverview Aged Care also supports the region's aged care needs, offering residential care in a comfortable and supportive environment. For more comprehensive medical needs, residents have access to larger hospitals in nearby cities, including Armidale Rural Referral Hospital and Armidale Private Hospital (approximately 60 km away), and Tamworth Rural Referral Hospital and Tamara Private Hospital (about 77 km from Walcha).



Living in the Region



Shopping & Dining

The area offers a variety of shopping and dining options that cater to both residents and visitors. Essential retail services are available, including grocery stores, hardware suppliers, and specialty shops. Dining options include several cafes and restaurants serving Australian cuisine, homemade meals, and baked goods. Classic pub fare can be enjoyed in historic settings, while local clubs and hotels provide bistro-style meals and a mix of international specials and traditional favourites. These venues contribute to the welcoming atmosphere of the community and serve as popular gathering spots for locals and visitors alike.



Sports & Recreation

Walcha Shire offers a diverse range of sports and recreational facilities catering to various interests. Local clubs include the Walcha Rugby Union Football Club, Walcha Boleros Netball Club, and the Walcha Golf Club. The Walcha Bowling & Recreation Club provides two bowling greens and hosts social and competition bowls. Fitness enthusiasts can access the Walcha Community Gym and squash courts, both requiring membership for entry. Outdoor activities are abundant, with facilities like the Walcha Swimming Pool, Walcha Showground, and John Oxley Playing Fields supporting various sports. For nature lovers, nearby Oxley Wild Rivers and Mummel Gulf National Parks offer opportunities for bushwalking, fishing, and camping. Additionally, the Walcha Racecourse and Walcha Gun Club cater to specific sporting interests.



Getting Around

Walcha Shire offers various transport options for residents and visitors. The Walcha Taxi Service operates locally, providing convenient transport around the town. Community transport services include weekly bus routes to Armidale every Tuesday and to Tamworth on the last Friday of each month, as well as a local Access Bus service every Thursday for Walcha and Summervale residents. Walcha Road Station, located approximately 20 km from the town, is serviced by daily NSW TrainLink trains connecting Sydney and Armidale. Walcha Airport accommodates light aircraft, while larger commercial flights are available from nearby Armidale Airport (approximately 50 km away) and Tamworth Airport (around 72 km away).

Discover Walcha



Recruitment Process and Timeframes



How To Apply?

Please submit your application via the Leading Roles website. Please upload:

- Your CV
- A covering letter addressing the [Selection Criteria](#) (page 7)

Note: You must be an Australian Citizen or hold the appropriate visa to work in Australia to apply for this role. Leading Roles will undertake checks to confirm your right to work in Australia at the offer stage.



Evaluation Process

Leading Roles and Walcha Council will determine a shortlist of suitable applicants based on desktop review of applications and initial interviews with a select group of applicants.

Applicants that have been shortlisted will be advised and asked to attend an interview with the interview panel. Walcha Council may elect to undertake further interviews as required.

Preferred / shortlisted applicants may be required to undertake psychometric assessments to assist in understanding the working preferences and attributes and potential fit to the role. You will also be required to undergo a criminal history check, VEVO “right to work” check as well as financial probity checks.



Indicative Timeframes



Applications Open

- Week Commencing Monday 1 September 2025



Applications Close

- 5:00 pm Monday 29 September 2025



Initial Assessment

- Week Commencing 29 September 2025



Council Interviews

- Week Commencing 6 October 2025 (TBC)

*Note these timeframes are indicative only and may change subject to the outcomes of the recruitment process, council staff and candidate availability.

Privacy Information

Leading Roles is collecting your personal information in accordance with the Information Privacy Act for the purpose of assessing your skills and experience against the position requirements. The information you provide in your application will only be used by employees of Leading Roles. Your information will be provided to authorised Council Officers, including Human Resources and the relevant selection panel members. It will not be given to any other person or agency unless you have given us permission, or we are required by law.

What Happens Next?

At Leading Roles, we prioritise candidate care and engagement throughout the recruitment journey. The process typically takes 6 to 8 weeks, from submission of your application, and we strive to keep you informed with regular updates.

While feedback may not be immediate, we assure you that we will contact you with updates and relevant information as soon as possible. The schedule below indicates when you will hear from us. Thank you for your understanding as we carefully manage a high volume of applicants and coordinate with client schedules.

Stage	What to Expect
Week 1-3 Application Stage	<ul style="list-style-type: none"> • Application Acknowledgment: Prompt acknowledgement of your application.
Week 4 Initial Interviews	<ul style="list-style-type: none"> • Applicant Review: We work closely with our clients to determine longlisted applicants that match the requirements for the role. • Video Conference Interviews: Initial interviews with longlisted applicants. • Feedback: Shortlisted applicants agreed with client. Feedback provided to applicants.
Week 5 & 6 Client Interviews	<ul style="list-style-type: none"> • Preparation: Shortlisted candidates receive a briefing prior to client interview. • Panel Interviews: Consultants facilitate client interviews, at the discretion of the client, online or in-person. • Feedback: Post-interview feedback provided to candidates.
Week 5 & 6 Verification	<ul style="list-style-type: none"> • Checks: Simple online verification, including: <ul style="list-style-type: none"> ◦ Reference Checks ◦ Criminal History and Right to Work Checks ◦ Psychometric Assessments (if requested by client)
Week 6 Offer & Negotiation	<ul style="list-style-type: none"> • Negotiation: Consultant to support salary negotiations. • Engagement: Direct candidate engagement with the Council for contract questions and onboarding.
Week 6 to 8 Project Finalisation	<ul style="list-style-type: none"> • Future Opportunities: If unsuccessful, with your permission, you'll be added to our Talent Pool for future opportunities.
Post Placement	<ul style="list-style-type: none"> • Check-in: Regular check-ins throughout the first year.



BELINDA WALKER
Executive Talent Consultant



Belinda is our senior talent consultant with close to 20 years’ experience recruiting executive, senior management and specialist roles in the public and private sectors throughout Australia and the United Kingdom.

Belinda commenced her career as a communications specialist, working in the not-for-profit and professional services sectors in the UK and Queensland.

Belinda prides herself on her stakeholder engagement skills, her client and candidate care, and her collaborative communication style to ensure a quality and professional level of service is always delivered.

CONTACT

- 0411 449 447
- belinda.walker@leadingroles.com.au
- leadingroles.com.au

Client Rating

Candidate Rating

★

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ATTACHMENT

Position Description

Position Description: Director Infrastructure and Development



Date of Revision:	04 June 2025
Classification:	Executive Band under the Local Government Award 2023
Position Code:	
Reports To:	General Manager
Location:	Walcha Council, 2W Hamilton Street, Walcha
Responsible For:	Projects and Assets; Manager - Roads; Manager – Strategic Planning & the Environment; Manager – Water, Wastewater & Waste; Infrastructure & Development Administrative staff
Significant Contacts:	Internal: Council Staff, Executive Leadership Team, Councillors External: Council customers, Transport for NSW, Contractors, Consultants and other service providers to Council. Officers from other statutory authorities.
Annual Operating Expenditure:	\$14 million
Annual Capital/Projects Expenditure:	\$20 million
Position Type:	Full time - permanent

Position Summary

The Director of Infrastructure and Development is responsible for the overall leadership of the Directorate, ensuring high quality and sustainable service delivery consistent with Council's goals and visions as outlined in the Community Strategic Plan, Delivery Program and Operational Plan.

Work of the Role

The Infrastructure and Development Directorate includes strategic planning and asset management, construction and maintenance of Council owned and managed infrastructure, contract management, open space, sport and recreation facilities, urban stormwater and drainage, technical services, waste management, the water business, natural resource and environmental health management, disaster management, land use planning, building services and regulatory management.

The Director acts as the Local Emergency Management Officer (LEMO). The Director plays a key leadership role as a part of the Executive Leadership Team (ELT) and "Acts" as the General Manager when and as directed by the General Manager.

The responsibilities of this position are to be completed in line with organisational and legislative requirements outlined in the Work Health and Safety Act, relevant regulations, Council's Policy and Procedures. The Director will display and promote safe actions in the workplace and will place safety above all project objectives, every time.

Position Description: Director Infrastructure and Development



Corporate Accountability

Council's aim is to have a satisfying, non-discriminatory working environment with high performing and motivated staff. The person holding this position will:

1. Provide prompt, accurate courteous and helpful customer service to Council's clients.
2. Promote a positive image of Council as both an efficient and professional service provider.
3. Promote and support through work practices, Council's Values and Organisational We Statements.
4. Lead by example and comply with Council's Safe Systems of Work, Policies and Procedures.
5. Lead by example and comply with Council's Values, Policies, Procedures and with Walcha's Model Code of Conduct for Local Councils in NSW 2020.
6. Acts as a principal adviser and primary link to the General Manager and Council on technical issues and policy development matters relating to the Infrastructure and Development Directorate.
7. Contribute to the achievement of the relevant Council strategic and management objectives and ensure that the accountabilities and functions of the position are integrated and consistent with these objectives.
8. In accordance with the Workplace Health and Safety Act employees must, while at work take reasonable care for their own health and safety; take reasonable care for the health and safety of others and comply with any reasonable instruction from Council.
9. Comply with the State Records Act, keeping full and accurate records of all business activities.
10. Comply with relevant legislation e.g. Anti-Discrimination, Equal Employment Opportunity (EEO).

Position Description: Director Infrastructure and Development



Our L.A.W. Values and Organisation We Statements

Walcha Council's corporate values defines what is important to us. Our Organisational We Statements support our values, defines our organisational expectations, and provides a clear set of standards in a transparent way of how we work at Walcha Council.

	Leadership	Accountability	Working Well @ Walcha
Value Definition	To empower others with what you do and what you say	To be transparent, ethical, and consistent when we carry out our work. Owning what you say and do when things are good or when they could be better.	To work as one team
Organisation We Statements	We are clear, consistent, and open in our communication.	We do what we say we will do	We treat each other with respect, professionalism, and kindness.
	We have courageous conversations	We acknowledge and learn from our mistakes	We support each other to work safely.

Key Position Accountabilities

The areas below outline the key functions and tasks required of this position. Tasks may be modified from time to time to ensure that Council's Operational, Delivery and Community Strategic Plan requirements are being met. Employees may be required to undertake other relevant duties as directed which are consistent with the employee's skill, competence level and training.

1. Provide advice and guidance to the General Manager, Mayor and Council on management issues and matters of procedure and policy relevant to the Directorate.
2. Develop strategies and long-term plans of management that meet the future needs of the community.
3. Communicate and report to the General Manager and Council on any matters which may affect operations of the Council or its relationship with ratepayers or the general public.
4. Mentor and continually develop the capabilities of the Infrastructure and Development teams through monitoring and regular feedback.
5. Review team productivity by continuous improvement of work practices and workforce development.
6. Oversee the financial management of the Directorate and the maintenance and development of the department's forward financial plan.

Position Description: Director Infrastructure and Development



7. Liaise, where appropriate, with other local authorities and government instrumentalities to promote cooperation and coordination.
8. Communicate and actively promote Council's safe systems of work, policies and procedures through team meetings.
9. Ensure all Council safe systems of work, policies, procedures are being followed to satisfy WHS, Council and regulatory compliance requirements.
10. Ensure compliance with delegations of the position is maintained.
11. Plan and allocate team roles and responsibilities in accordance with section requirements and resource parameters.
12. Develop, implement and review team performance targets and training plans in accordance with Council's goals and objectives.
13. Ensure decisions are timely and communicate them to individuals and teams.
14. Implement continuous improvement systems and supporting processes.
15. Lead by example, live the organisational values and contribute to the implementation of workplace change.
16. Articulate, present and debate ideas in meetings or workshops as required.
17. Support the General Manager in the development and maintenance of an ongoing organisational development program including performance reviews, salary systems and staff training programs.
18. Ensure that staff comply with all statutory and common law obligations and responsibilities.
19. Represent Council as requested by the General Manager, Mayor or Council.
20. Identify and assess the risks associated with the activities of the Infrastructure Directorate, take action to eliminate, mitigate or manage these risks to limit unwanted and unacceptable consequences.
21. Assist Council's HR Manager to review and improve work practices, train staff and plan for future workforce development.
22. Ensure that all the work of the Directorate complies with the relevant acts, subordinate legislation, Council policies, industry guidelines and best practice.
23. Responsible for the efficient and effective management of the Development Department, and is responsible for ensuring that the Department operates in accordance with statutory requirements under the provisions of the Local Government Act, 1993, and all other appropriate Legislation, and in accordance with Council's policies.
24. Responsible for the management of the Development Department to ensure all activities are consistent with the objectives of Council's Integrated Planning and Reporting Framework (IP&R) and all plans.
25. Oversee the financial management of the Department and the maintenance and development of the department's forward financial plan.
26. Act as Council's Local Emergency Management Officer (LEMO).

Position Description: Director Infrastructure and Development



Performance in the Position

The General Manager will discuss and review the performance of the Director of Infrastructure on a regular basis. These role clarity discussions will form the basis of ongoing development, and feed into the formal annual performance review process. A formal Annual Performance Agreement will be developed and completed each year.

Position Training Requirements

This position requires the following licence requirements, current corporate or industry knowledge to be maintained as a minimum. Additional individual training and professional development opportunities will be discussed throughout the year to develop an individual training plan for this position.

- Maintain continual professional development in the areas relevant to the Directorates operational and strategic requirements.

Position Description: Director Infrastructure and Development



Selection Criteria

Formal Qualifications

1. Tertiary qualifications in Engineering or a related discipline acceptable to the General Manager; 2. Class C Driver Licence;

Essential

1. Experience working for Local Government in related roles.
2. Significant experience in leading and managing multi-disciplined technical teams at an Executive level.
3. Demonstrated experience in matters pertaining to Development compliance at the Local Government Level.
4. Demonstrated capacity in Asset Management and GIS.
5. Highly effective communication and proven stakeholder engagement skills.
6. Experience in the development and implementation of strategic planning and the ability to think strategically at an executive level across the various functions of the Infrastructure and Development Directorate.
7. Demonstrated capability and application of modern asset management practices.
8. Strong political and business acumen.
9. Proven success in managing contractors and subcontractors to achieve on budget and on time results.
10. Ability to lead, motivate, develop and support a team of multi-disciplinary professionals within a political environment whilst coordinating activities of the Infrastructure and Development Directorate to achieve required outcomes.
11. Experience with managing a rural roading network in a rural environment

Desirable

1. Qualifications in Applied Science (Environmental Health) and/or relevant related discipline.
2. Master of Business Administration (MBA)
3. Demonstrated specific knowledge of the Local Government Act, 1993, Environmental Planning and Assessment Act 1979, and other legislation relevant to the functions of this of the Directorate and Council.
4. Ability to act as Local Emergency Officer (LEMO) under State Emergency & Rescue Management Act, 1989.

Note: As part of Council's Recruitment and Selection process, all preferred candidates are required to complete all pre-employment clearances. These will vary from role to role, but will involve reference checking, pre-employment medical and criminal history clearance as a minimum. Completion of Working with Children Check will be required for child related positions.

Position Description: Director Infrastructure and Development



Positional Physical Demands Analysis

Exposure Level				Rating				
No exposure				0				
Low Exposure = 0 to 2 hours daily				1				
Medium Exposure = 2 to 4 hours daily				2				
High Exposure = 4 – 7 hours daily				3				
WORKING CONDITIONS - ENVIRONMENT								
High Temp >35 °	0	Low Temp <3°	1	Wet/Slippery Environment	0	Noisy Environment	1	
WORKING CONDITIONS - PHYSICAL								
Outside Work	1	Operating Plant & Equipment	0	Working Near Plant & Equipment	0	Working at Heights	0	
		Vibration	0	Confined Spaces	0	Overhead Work	0	
Working Alone	0	Inside Work	3	Use of Computer	3	Working with the public	3	
Prolonged Standing (periods >1hr)	1	Prolonged Sitting (periods >1hr)	3	Working with distressed people	1	Prolonged Driving (periods >2hrs)	1	
PHYSICAL REQUIREMENTS								
Heavy Manual Tasks	0	Pushing loads >5kg	0	Frequent bending	0	Colour Vision	0	
Light Manual Tasks	0	Pulling loads >5kg	0	Repetitive Lifting	0	Standing for extended periods	0	
Trunk Twisting	0	Extend arms for reaching	0	Elevate arms above shoulder height	0	Kneeling for extended periods	0	
Climbing to access exit excavations	0	Throwing	0	Walking on uneven ground	0	Walking for extended periods	0	
Balancing	0	Crawling	0	Hearing above background noise	0	Depth Perception	0	
Fine Manipulation (screwing, etc.)	0	Shovelling/Digging	0	Typing	3	Glare (computer screen)	3	
CHEMICALS				BIOLOGICAL				
Dust	0	Liquids	0	Pesticide Spraying	0	Herbicide Spraying	0	
Working with Solvents	0	Mist/Fumes	0	Possible exposure to Hepatitis A,B,C	0	Possible exposure to Tetanus	0	
Gases/Vapours	0	Odours	0	Repetitiveness	0	Fatigue	0	
USE OF PERSONAL PROTECTIVE EQUIPMENT								
Safety Footwear	0	Protective Eyewear	0	Ear Plugs/Muffs	0	Protective Headwear	0	
Hivis Clothing	0	Protective Clothing	0	PPE as required on site.				1

Position Description: Director Infrastructure and Development



Authorisation

Document Review Date:	06/06/2025	
Leader:	Stephen Parry	Date:
Director:	na	Date:
Manager People & Performance:	Mike Lockie	Date:
General Manager:	Stephen Parry	Date:

Acknowledgement

This position description represents a broad description of the work of the role, corporate accountabilities, and capabilities required. I accept that I may be asked to undertake duties within the limits of my skill, competence, and training consistent with the applicable band/level within the LG Award at any time. I accept that, with consultation, my duties may be modified by Walcha Council over time to meet changing strategic and operational requirements.

I understand and accept the contents of this position description.

Employee:	Date:
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Leading Roles

People ▶ Performance ▶ Partners

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