

APPLICANT PACK

Manager Civil Infrastructure & Asset Engineering

Cassowary Coast Regional Council




RECRUITING FOR:



CONTACT

Mark Ogston

Chief Executive
Leading Roles

 0407 674 412

 Mark.Ogston@leadingroles.com.au

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We respectfully acknowledge the Mamu, Djiru, Girramay, Gulngay, Warrgamay, Jirrbal, and Bandjin Peoples as the Traditional Owners and custodians of the land and waters, on which we work, live and play. We pay respects to the broader First Nations community and to Elders, past, present and emerging and acknowledge their continuing culture and contribution to the life of the region.



Overview

Cassowary Coast Regional Council (CCRC) is seeking an accomplished and forward-thinking civil infrastructure leader to shape the region's long-term asset future. This four-year leadership appointment offers the opportunity to influence major investment decisions, uplift organisational capability and steward essential transport, stormwater, marine and open-space assets across one of Australia's most distinctive coastal regions.

The incoming leader has a clear mandate to improve asset sustainability, strengthen engineering practice and enhance service outcomes for the community. This role will appeal to a capable engineering manager looking to broaden their impact, lead a skilled technical team and contribute to a high-performing leadership group within a well-supported Infrastructure Services directorate.



The Cassowary Coast Context

The Cassowary Coast combines a rare mix of liveability, natural beauty and regional opportunity. Sitting between the Great Barrier Reef Marine Park and the Wet Tropics rainforest, the region incorporates the townships of Innisfail, Tully, Mission Beach, Cardwell and surrounding coastal and hinterland communities. Council's 2025-2030 plan aspires to create "the Most Liveable Tropical Community", underpinned by clear strategic pillars of Healthy Communities, Liveable Places, Sustainable Environments, Thriving Economy and Good Governance.

With new investment interest and growing population movement into the region, demand for quality infrastructure is increasing. Council manages a diverse asset portfolio - from sealed and unsealed roads to marine facilities and drainage networks - requiring disciplined planning, risk-based prioritisation and careful communication with elected members and the community. This role places the successful candidate at the centre of these decisions.



Purpose of the Role

The Manager Civil Infrastructure & Asset Engineering leads the asset planning and engineering functions for several of the region's most visible and high-value asset classes. The remit is broad, influential and operationally significant, balancing long-term strategic work with the day-to-day provision of expert engineering advice.

The purpose of the role is to:

- Proactively manage assets using contemporary, risk-based principles.
- Embed asset management discipline across the organisation.
- Strengthen the quality of engineering input into budgeting, scoping and capital prioritisation.
- Align asset decisions with corporate priorities, service affordability and community expectations.
- Present clear, accessible explanations of technical matters to Councillors and the community.

The position provides a strong platform for an experienced engineer to expand their strategic influence while still engaging directly with the practical realities of community-focused infrastructure.



Key Responsibilities

The role covers strategic planning, operational oversight, governance and cross-organisational collaboration.

Strategic & Technical Leadership

- Deliver Strategic Asset Management Plans and asset class plans.
- Lead development of the 10-year capital program, with refined near-term planning.
- Provide engineering leadership to ensure budgets and scopes are realistic, defensible and clearly communicated.
- Act as Project Sponsor for relevant capital works, ensuring continuity from strategy through delivery.

Operational Functions

- Provide timely guidance to Asset Maintenance and ensure inspection results are translated into practical actions.
- Oversee condition assessment programs and apply risk-based decision frameworks.
- Manage customer enquiries with clarity and policy alignment, especially regarding access, drainage and road condition matters.
- Ensure compliance with NHVR requirements and manage interface agreements with external network owners.

Governance & Integration

- Chair the Asset Management Steering Committee and Traffic & Speed Management Advisory Committee.
- Support development of LTFPs, LGIPs and corporate planning processes to ensure strong alignment between strategy, budgets and renewal needs.
- Maintain contemporary asset policies, standards and procedures.

Stakeholder & Relationship Management

- Provide engineering input into development applications and planning assessments.
- Build strong internal relationships across Asset Maintenance, Finance, Project Delivery and Planning.
- Engage with Councillors and community members using language that demystifies technical issues and builds confidence in decision-making.

This is a role for a leader who can balance rigour with accessibility - ensuring that technical quality translates into better understanding and better outcomes.



Team Environment & Leadership Context

The Manager leads a capable and cohesive team of Technical Officers, an Asset Engineer, asset inspectors and an engineering cadet. The team is well positioned for strong performance, with technical specialists and stable, experienced personnel contributing across key asset classes.

The Director Infrastructure Services provides a supportive and empowering environment characterised by:

- Clear priorities with autonomy in how work is delivered.
- Early communication around risks and political sensitivities.
- Strong appreciation for practical engineering solutions.
- Encouragement of innovation and value-for-money thinking.
- A preference for leaders who operate with calmness, judgment and forward planning.

For the right candidate, this environment offers both freedom to lead and the backing to implement meaningful improvements.



Stakeholder & Political Interface

The role engages regularly with elected representatives and the broader community. Success requires:

- The ability to reframe engineering data into relatable concepts.
- Confidence in navigating differing expectations and occasional pressure.
- Diplomacy in ensuring decisions stay aligned with formal Council resolutions, even when informal expectations arise.

The elected body and community members respond best to clear logic, sound communication and well-presented engineering rationale.



Leadership Competencies

Leadership expectations include:

- Strategic, systems-level thinking.
- Innovation and continuous improvement.
- Change leadership in complex, ambiguous environments.
- Ethical and informed decision-making.
- Talent development and team mobilisation.
- Relationship and stakeholder management.
- Governance and risk awareness.
- Commitment to a safe, inclusive workplace.

These competencies underpin Council's aspiration to build capability, develop people and deliver long-term value.

Why this Role Stands Out

This is not a passive asset management role - it is a chance to influence the future shape of a region undergoing growth, change and increasing expectations. The successful candidate will help determine how infrastructure evolves, how community needs are met and how Council navigates cost pressures and climate realities.

Key attractions include:

- **A unique coastal location** with exceptional lifestyle benefits.
- **A well-supported leadership mandate** to improve asset maturity.
- **A diverse asset portfolio** that provides daily variety and strategic challenge.
- **A collaborative directorate** that values initiative and practical engineering judgement.
- **Direct influence** on community outcomes and long-term planning decisions.
- **The opportunity to uplift systems and embed best-practice asset processes.**

For a candidate wanting meaningful work in a high-impact portfolio, this role offers a rare blend of scale, autonomy and community connection.



Ideal Candidate Profile

Council seeks a technically strong, broad-based civil engineering professional with an interest in both strategy and practical delivery.

Essential Attributes

- Degree-qualified in Civil Engineering.
- Extensive experience in transport infrastructure and asset management.
- Strong leadership capability across multidisciplinary teams.
- Well-developed analytical, problem-solving and communication skills.
- Demonstrated ability to work with Councillors, staff, community and external agencies.
- Understanding of risk-based asset decision-making.
- Current “C” class licence.

Desirable Attributes

- RPEQ registration.
- Familiarity with LTFPs, LGIPs and long-term capital planning.

Additional Qualities Sought by CCRC

From leadership discussions, the following qualities will distinguish a high-performing candidate:

- Breadth of experience rather than deep specialisation.
- Comfort working across sealed and unsealed roads, drainage, access issues and real-world engineering questions.
- A mindset that starts with “How could we solve this?” rather than “Why it won’t work.”
- Curiosity and appetite for innovation, especially where it reduces lifecycle costs.
- Resilience when managing community expectations and political interest.
- Ability to balance short-term problem-solving with long-term planning.

Council is open to applicants stepping up from larger councils or experienced managers from smaller, diverse councils. Candidates motivated by lifestyle, meaningful community impact and the chance to build a stronger asset future are strongly encouraged.

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.



Key Selection Criteria

1. Demonstrated ability to lead civil infrastructure and asset engineering functions using contemporary, risk based asset management principles to achieve sustainable service outcomes for the community.
2. Proven experience developing and delivering strategic asset management plans and long term capital programs aligned with corporate objectives, financial sustainability and community expectations.
3. Strong leadership capability to manage, mentor and develop multidisciplinary technical teams while fostering accountability, performance and a safe, inclusive workplace.
4. Highly developed communication and stakeholder engagement skills, with the ability to present complex engineering and asset information clearly to councillors, community members and internal stakeholders.
5. Degree qualification in Civil Engineering or a related discipline, with demonstrated competence in transport infrastructure and asset management within a local government or comparable environment.



Remuneration & Benefits

Cassowary Coast Regional Council is committed to the growth and success of their employees and encourage a healthy family/work-life balance.

The role offers up to \$185,000 TRV, including:

- 12% superannuation
- Five weeks annual leave
- Personal leave
- Salary packaging options
- Relocation assistance up to \$10,000
- Employee wellness programs
- Council-provided laptop and phone

Combined with the lifestyle benefits of the region, this package is both competitive and appealing.

This role presents a compelling opportunity for an engineering leader ready to make a substantial contribution to a region with strong identity and growth potential. The Manager Civil Infrastructure & Asset Engineering will shape core community assets, influence long-term financial and planning decisions and strengthen the organisation's technical capability.

For candidates seeking a leadership role where their work is visible, valued and genuinely impactful, the Cassowary Coast Regional Council offers an attractive, supportive and purposeful environment.

**Explore Cassowary Coast Regional
Council's Employee Value Proposition**



About Council

The Cassowary Coast is one of the only places in Australia where two World Heritage-listed areas meet - the Wet Tropics Rainforest and the Great Barrier Reef - creating an environment found nowhere else on Earth.



Links to Council Information



Cassowary Coast Regional Council governs a diverse and environmentally significant region spanning approximately 4,700 square kilometres across tropical Far North Queensland. Home to an estimated 30,000 residents, the region encompasses the major townships of Innisfail, Tully, Mission Beach and Cardwell, along with a network of rural and coastal communities connected by strong agricultural, cultural and environmental links. The area is internationally recognised for its unique natural assets, where World Heritage-listed rainforest meets the Great Barrier Reef, and for being a key habitat of the endangered southern cassowary.

The Cassowary Coast economy is anchored by high-value agriculture, particularly sugar cane, bananas and tropical fruit, supported by emerging industries in tourism, aquaculture, construction and small business enterprise. Mission Beach, the Hinchinbrook Channel and the region's extensive national parks are major drawcards for ecotourism and nature-based recreation, contributing to a broadening economic base.

Council is comprised of a Mayor and six Councillors representing the region's divisions, supported by an executive leadership team responsible for delivering essential services, major infrastructure, regulatory functions and community programs. With a workforce of approximately 400 employees across operational, professional and technical roles, Council plays a central role in supporting liveability, safety and economic vitality across a geographically dispersed region.

Cassowary Coast Regional Council is committed to building a sustainable and prosperous future - strengthening community resilience, supporting economic development and protecting the region's unique natural environment through long-term planning, responsible financial stewardship and a strong focus on service delivery.

Vision

Cassowary Coast: the most liveable tropical community

With exceptional natural beauty, community spirit and lifestyle amenities the Cassowary Coast region is one of the most liveable tropical communities and best places to invest in Australia.

The region is renowned for its pristine, well-preserved landscapes, featuring lush rainforests and stunning beaches. This natural splendour is matched by a strong community commitment to environmental conservation, ensuring the area's biodiversity and beauty is sustained for future generations.

A close-knit, friendly community fosters a strong sense of safety and belonging, with regular events and activities that bring people together. The comfortable tropical climate year-round supports an active lifestyle, encouraging participation in a variety of outdoor sports and recreational activities. Other attractive lifestyle amenities include excellent schools, hospitals and retail experiences, good job prospects in agriculture, tourism and local businesses and some of the best Art Deco heritage in Australia.

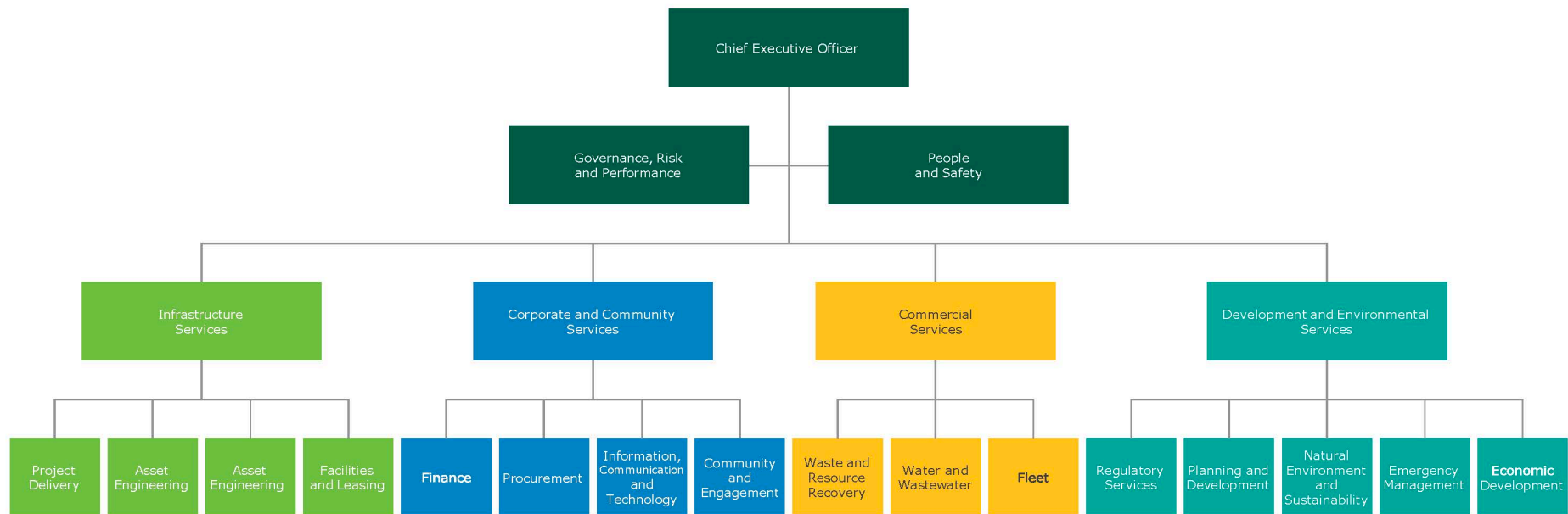
The vision to be the most liveable tropical community is aspirational.

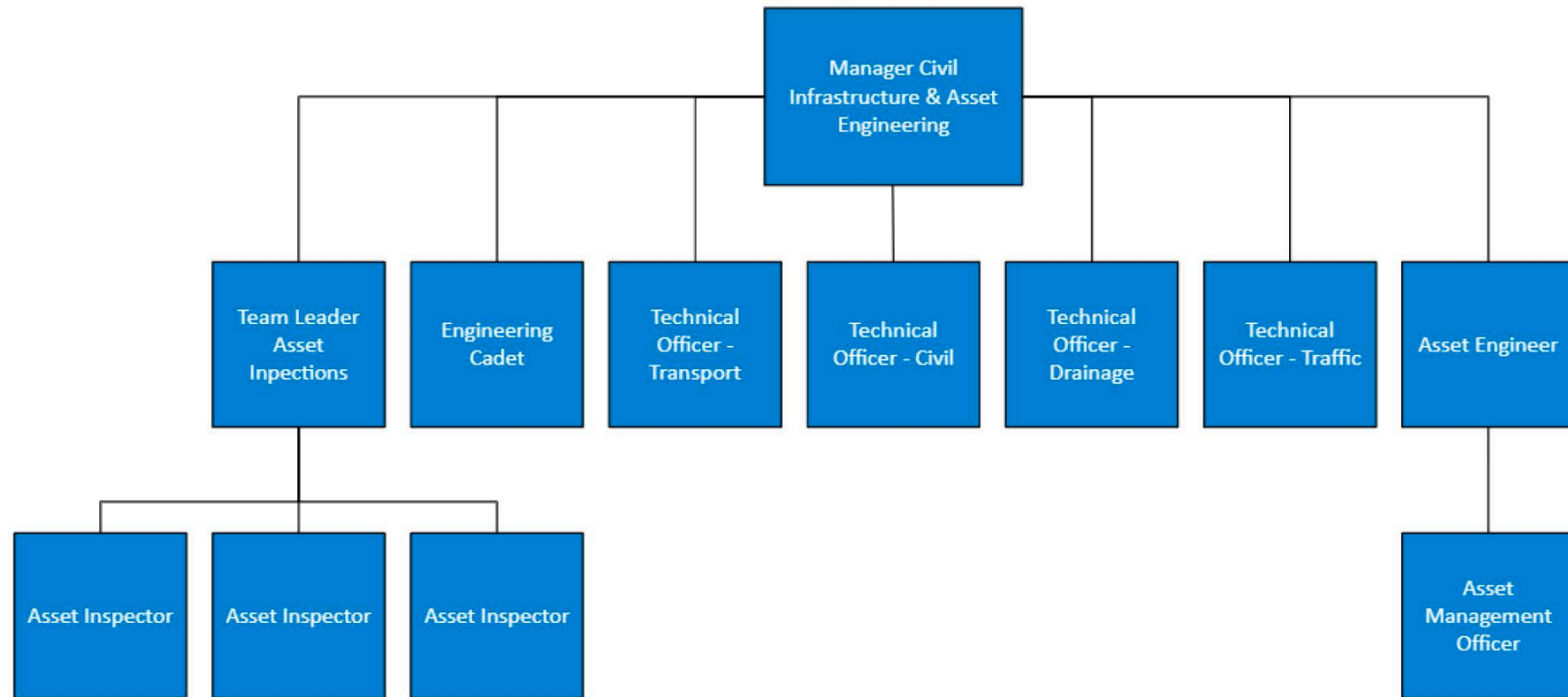


Cassowary Coast Regional Council

Organisational Structure

AUGUST 2023







Living in the Region



Housing

The Cassowary Coast offers a relaxed, affordable lifestyle with a variety of housing options across coastal, rural and town settings. Residents can choose from family homes in Innisfail and Tully, beachfront properties and modern apartments in Mission Beach, or larger rural blocks and acreages surrounding smaller communities. The region is known for its spacious living, strong community feel and relative affordability compared to major regional centres in North Queensland.



Educational Facilities

The region provides access to a well-rounded range of education options, including public and private primary and secondary schools across Innisfail, Tully and Mission Beach. Notable schools include Innisfail State College, Tully State High School, Good Counsel College and several P–6 rural schools supporting smaller communities. Vocational training is delivered through TAFE Queensland's Innisfail campus, offering programs aligned to local industries such as agriculture, health, construction and tourism. While there is no university campus within the LGA, James Cook University in Cairns is approximately 90 minutes away, providing access to tertiary study across science, health, education, engineering and marine programs.



Healthcare

The region is well serviced by Innisfail Hospital and Tully Hospital, providing emergency, acute and specialist services, supported by community health centres, medical clinics, pharmacies and allied health providers. Additional services including maternity, surgical and higher-level specialist care are available through major hospitals in Cairns to the north and Townsville to the south. The Cassowary Coast also has multiple aged care facilities and visiting specialist services that support the needs of a regional and rural population.



Living in the Region



Shopping & Dining

Residents enjoy a mix of essential retail, independent traders and local produce markets. Innisfail is the main commercial hub, offering supermarkets, specialty stores, services and a variety of cafés and eateries. Tully and Mission Beach provide boutique shops, community markets and coastal dining options, with seafood restaurants, casual beachfront cafés and international cuisine reflecting the region's multicultural roots. Local growers' markets are a popular feature, showcasing fresh tropical produce from the region's agricultural sector.



Sports & Recreation

The Cassowary Coast is a destination for outdoor and nature-based recreation, supported by a range of sporting clubs and community facilities. Residents have access to clubs for rugby league, soccer, netball, cricket, swimming and athletics, as well as aquatic centres, fitness facilities and well-maintained sporting grounds. The region's natural landscapes offer exceptional opportunities for fishing, boating, snorkelling and diving, rainforest walking, camping and exploring national parks such as Djiru, Tully Gorge and Wooroonooran. Mission Beach provides direct gateway access to the Great Barrier Reef, making marine recreation part of everyday life.



Getting Around

The region is connected by the Bruce Highway and local road networks linking Innisfail, Tully, Mission Beach and Cardwell. Public transport is available through local bus services and Queensland Rail, with regular services running between Cairns, Townsville and major stops along the coast. Cairns Airport is approximately 90 minutes north, providing domestic and international flight connections. The area is easy to navigate by car, with short travel distances between townships and essential services.

Discover the Cassowary Coast Region



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 **Key Selection Criteria (page 11)**



Evaluation Process

Leading Roles and Cassowary Coast Regional 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. Cassowary Coast Regional 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 12 January 2026



Applications Close

- 5:00 pm AEST Wednesday 4 February 2026



Initial Assessment

- Week Commencing 9 February 2026



Council Interviews

- Week Commencing 16 February 2026, client and candidate availability dependent.

*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.



ANGIE SIMMONDS

Principal Talent Consultant



Angie's experience is primarily as an internal recruiter, working in both the blue- and white-collar spaces. Initially studying law, Angie realised that while people engagement was important in her career path, she wanted to influence people's lives in a different way. In 2015, Angie found herself in a Recruitment role and that's when she found her passion.

She loves that recruitment can be challenging, but also that you get to engage with all different types of people and personalities and ultimately change lives. Angie enjoys relationship building, learning and delivering high quality outcomes for candidates and clients.

CONTACT

📞 0476 861 300

✉️ angie.simmonds@leadingroles.com.au

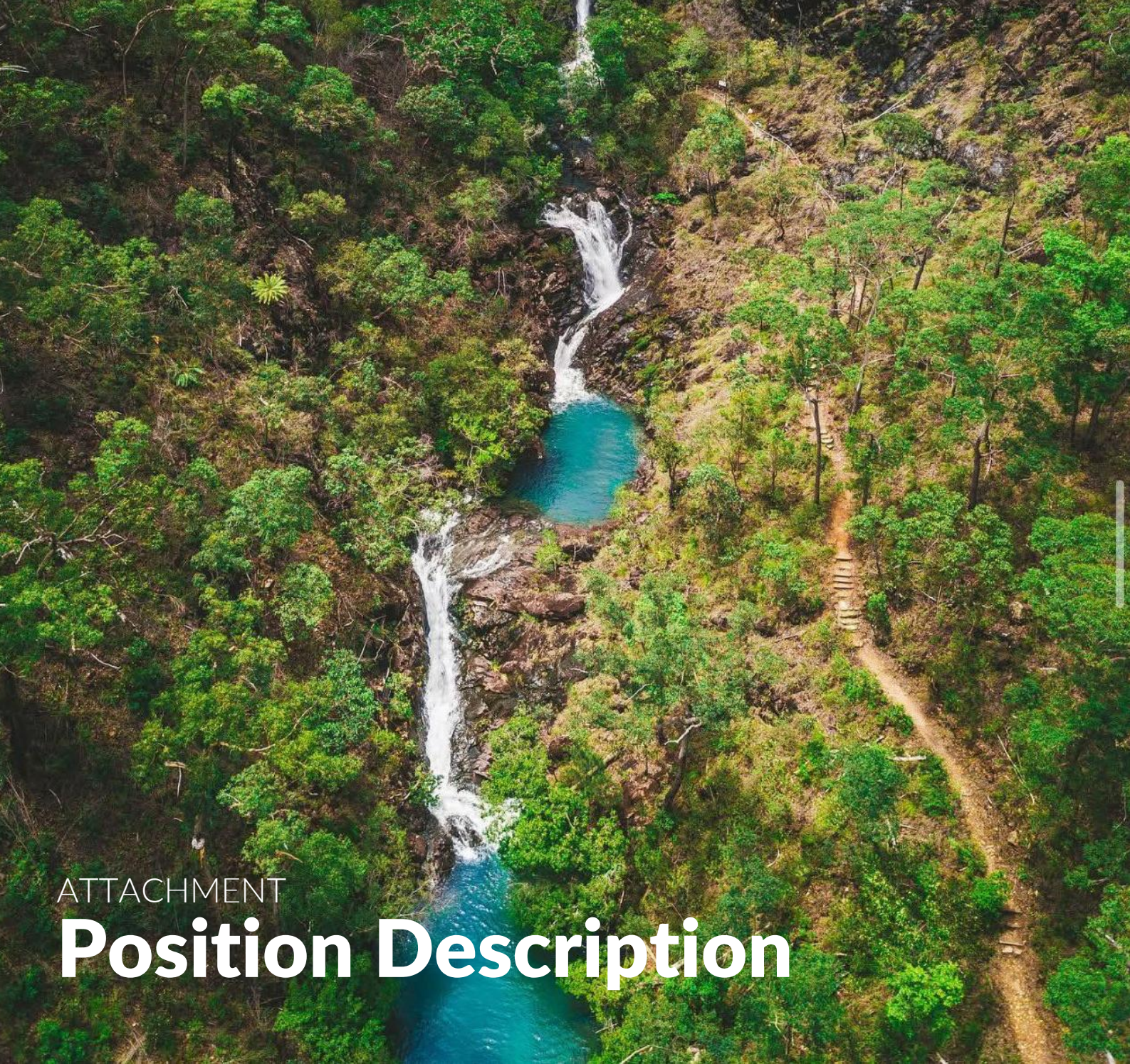
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Client Rating



Candidate Rating





ATTACHMENT

Position Description

Manager Civil Infrastructure & Asset Engineering

Position Number:	30003
Division:	Infrastructure Services
Reporting To:	Director Infrastructure Services
Direct Reports:	6
Industrial Instruments:	Contract

At Cassowary Coast Regional Council, we are guided by our core values of Be Courageous, Accountable to our Community, Grow our Own, Work Smarter and Make it Better. Our vision "Cassowary Coast: the Most Liveable Tropical Community" reflects our deep pride in serving this unique region.

ABOUT THE POSITION

Council's leadership team have several key focus areas: Healthy Communities, Liveable Places, Sustainable Environments, Thriving Economy and Good Governance. Through these key strategic pillars and as part of the Executive Leadership team this role will drive effective work practices, a safe work environment and the transformation of culture, to develop and maintain an engaged work environment with a community and customer focus.

The Manager Civil Infrastructure and Asset Engineering will lead the asset management and engineering function to ensure value through asset engineering planning, advice and services that embrace a fit for purpose, value for money, functional and risk-based approach to service provision.

Key Result Areas

- Council's transport, marine, stormwater, recreational and natural assets are proactively managed using a risk-based approach
- Asset management is embraced as a value adding service, asset management plans are utilised in making better decisions, spend is aligned with corporate objectives, service affordability and sustainability are at front of mind
- Asset management objectives influence engineering decision making
- Asset management objectives are broadly supported across the organisation, adding value and heavily utilised in managing long term financial sustainability
- Budget development for projects is informed by high quality engineering advice in the project scope/charter

Key Accountabilities

- Asset planner for transport, stormwater, marine and open space asset classes
- Development of high level 10-year capital works plans for transport, marine and open space class assets, with detailed plans for the first 3 years.
- Actively seek and advocate for additional funding through grant applications and representation of Council on the Regional Roads and Transport Group Technical Committee

- Timely and effective advice to Asset Maintenance on maintenance requirements for Transport, Stormwater, Marine and Open Space asset classes
- Lead and deliver strategic asset management plans, and individual asset management plans for each class of assets
- Develop, review and update policies, standards and procedures in Strategic Asset Management and Asset Engineering services as required
- Lead the delivery of all Civil Infrastructure and Asset Engineering team functions effectively and efficiently to all Council internal and external customers
- Development and ongoing management of Asset Use and Interface Agreements (i.e. Rail Interface Agreements)
- Management of National Heavy Vehicle Regulator Approvals
- Provide leadership and oversight as Chair of the Asset Management Steering Committee, guiding discussions and ensuring alignment with identified objectives
- Provide leadership and oversight as Chair of the Traffic and Speed Management Advisory committee meetings
- Oversee capital projects as Project Sponsor per the Project Management Framework
- Contribution to the development of Council wide capital budgets
- Act as the concurrency agency for Engineering advice to the Planning Department on development applications in relation to transport, stormwater, marine and open space asset classes
- Develop and manage operational budget
- Oversee prompt handling and action of Civil Infrastructure and Asset Engineering customer requests Ensure Councils Long-Term Financial Plans (LTFP), Local Government Infrastructure Plans (LGIP) and asset management plans are contemporary and aligned with corporate objectives and asset sustainability principles
- Establish and maintain positive relationships with key internal and external stakeholders and customers
- Lead, empower, coach and mentor team members and ensure they are held accountable for delivery of their key objectives, initiatives, and targets in accordance with their achievement and development plans

ABOUT YOU

As member of the Leadership team at Cassowary Coast Regional Council you will model, and influence behaviours aligned with Council's Values of Grow Our Own, Be Courageous, Accountable to our Community, Make it Better and Work Smarter and the Code of Conduct for Council Employees in all interactions with internal and external stakeholders.

The leadership competencies you will demonstrate that are specific to this position include:

Vision

Lead strategically	<i>think critically & act on the broader purpose of the system</i>
Stimulate ideas & innovation	<i>gather insights & embrace new ideas & innovation to inform future practice</i>
Lead change in complex environments	<i>embrace change & lead with focus and optimism in an environment of complexity and ambiguity</i>
Make insightful decisions	<i>make considered, ethical & courageous decisions based on insight into the broader context</i>

Results

Develop & mobilise talent	<i>strengthen & mobilise the unique talents & capabilities of the workforce</i>
Build enduring relationships	<i>build & sustain relationships to enable collaborative delivery of customer-focused outcomes</i>
Inspire others	<i>inspire others by driving clarity, engagement, & a sense of purpose</i>
Drive accountability & outcomes	<i>demonstrates accountability for the execution & quality of results through professionalism, persistence and transparency</i>

Accountability

Foster a healthy & inclusive workplace	<i>foster an inclusive workplace where health, safety & wellbeing are promoted & prioritised</i>
Pursue continual growth	<i>pursue opportunities for growth through agile learning & development of self-awareness</i>
Demonstrate sound governance	<i>maintain a high standard of practice through governance & risk management</i>

Skills and experience

You will have:

- Bachelor of Civil Engineering or other appropriate qualifications combined with extensive experience, expertise, and competence sufficient to perform position duties
- Demonstrated extensive practical experience in managing transport infrastructure
- Qualifications and or extensive experience in Asset Management
- Demonstrated ability to provide effective leadership and development of staff, including career development and performance management
- Well-developed analytical and investigative skills with demonstrated ability to think laterally and in a structured manner when solving complex problems
- Highly effective communications, mediation, conflict resolution and negotiation skills and ability to establish and maintain a good rapport with various stakeholders (i.e., Councillors, Council employees, community members, businesses, and other levels of government)
- Demonstrated ability to lead a team of staff and consultants to deliver value adding asset management and engineering outcomes
- Demonstrated understanding the importance a risk-based approach to managing various networks of community assets
- A current "C" class drivers' licence

Desirable skills and experience include:


- Registered Professional Engineer of Queensland (RPEQ)
- Skills and experience in the development of Long-Term Financial Plans (LTFP) and Local Government Infrastructure Plans (LGIP)

OUR ORGANISATIONAL EXPECTATIONS

▪ Equity and diversity

We are an equal opportunity employer and actively encourage diversity

We recognise the unique contribution First Nation people make to our workplace and our



community and we strive to strengthen and develop connections through understanding, learning, and seeking opportunities to support a community connected to culture and Country

- **Work Health and Safety**

All employees are required to adhere to Councils Work Health and Safety Policy Statement and be committed to maintaining a healthy and safe work environment



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