

Position Description

Renewal SA



Government of
South Australia

Role title	Senior Transactions and Development Manager	Last reviewed	1/02/2025
Division	Property and Major Projects	Team	Partnerships and New Projects
Reports to	Director, Partnerships and New Projects	Classification	MAS3
Direct reports	Varies		

Role Purpose

Manage and oversee the end-to-end process of property and development transactions of varying complexity and commercial structures, leading and mentoring a multi-disciplinary team to execute all aspects of property and development transactions, from initiation and creation of asset strategies and planning to the successful negotiation of transactions to ensure delivery of development and commercial outcomes to achieve Renewal SA's strategic objectives and ensure alignment with relevant legislation.

Key Accountabilities

- ▼ Lead and oversee multiple property and development transactions from initiation to completion ensuring strategic, operational, and financial outcomes are met.
- ▼ Lead the coordination of all elements of complex property and development transactions including due diligence, asset and planning strategies, market approach documentation, legal documentation and risk management working closely with multi-disciplinary teams to ensure all aspects of transactions are aligned and completed efficiently and that legal, financial and operational risks are managed.
- ▼ Lead and oversee the negotiation of property and development transactions with a strong emphasis on stakeholder relations to ensure delivery of required infrastructure and market leading development outcomes through innovative transaction and commercial structures.
- ▼ Collaborate with Executives from Renewal SA, the broader government, and external stakeholders to.
- ▼ Lead the provision of expert strategic advice, analysis and recommendations on a wide range of property and development issues to Renewal SA senior management, Executive and Board, ensuring alignment with prevailing economic and market conditions and managing commercial risk, to inform decision making.
- ▼ Initiate, develop and maintain pro-active and collaborative working relationships and networks with internal and external stakeholders, establishing effective communication channels to identify and evaluate strategic development and commercial opportunities for Renewal SA and leading negotiations to achieve favourable outcomes.
- ▼ Formulate, implement, and provide expert consultancy on innovative policies, standards, plans and procedures for property and development trends, including values and market analysis, influencing and informing the development of Renewal SA policy and guidelines.
- ▼ Develop, manage, and report on allocated budgets, including revenue, operating and capital expenditure, to ensure transactions and projects can be completed within budgetary constraints and Renewal SA's commercial targets achieved.
- ▼ Oversee contractor and supplier performance monitoring to ensure performance management standards and project deliverables are established and met.
- ▼ Facilitate high levels of engagement and a purpose driven culture within teams.
- ▼ Other duties as required.

Key Relationships

Internal	
Who	Why
Executive	Provide expert advice and support to respond to and deliver against strategic and business plans, agreed projects and new initiatives
Manager	Receive guidance and instruction, seek clarification and advice, and report on progress against work plans.
Work Team	Participate in meetings, share information, and provide input on issues. Support team members and work collaboratively to contribute to achieving team outcomes.
Direct Reports	Support, guide and manage performance.
Internal Stakeholders	Respond to queries, exchange information, and work collaboratively to resolve issues.
External	
Who	Why
Other Government Agencies	Establish networks and collaborative relationships across SA Government to share ideas and learnings and develop common responses to emerging issues.
External Stakeholders	Engage with relevant stakeholders to facilitate communication, provide expert advice, gather, and exchange relevant information.
Vendors/Suppliers/Consultants	Manage contracts for quality, on-time service delivery, compliance, and performance targets.

Key Challenges

- ▼ Managing and aligning the interests, expectations, and communication amongst diverse stakeholders internally and externally.
- ▼ Balancing the delivery of development outcomes with commercial risk.
- ▼ Being resilient, robust, flexible, confident, and determined in an organisation undergoing considerable change that is tasked with being responsive to changing government agendas.

Qualifications and Technical Requirements

- ▼ Tertiary qualification in Property, Development, Planning, Land Economics or other related fields.
- ▼ Strong understanding of property law, contracts and regulatory requirements.
- ▼ Proven experience in property and development transactions and excellent negotiation and communication skills.

Special Conditions

- ▼ Out of hours work may be required.
- ▼ Inter/intrastate travel may be required.
- ▼ The incumbent must meet the WHS responsibilities and accountabilities as set out in the Renewal SA WHS Policy commensurate with their role. This includes ensuring that any work undertaken by or on the behalf of Renewal SA, is undertaken in accordance with the WHS Act 2012, Regulations, Codes of Practice, and internal Specifications.

- ▼ The incumbent is responsible and accountable for keeping accurate and complete records of their business activities in accordance with the State Records Act 1997
- ▼ The role is deemed a 'Position of Trust' pursuant to the standards required in the Australian Government Protective Security Policy Framework
- ▼ A current satisfactory National Police Clearance is required and renewed as per Renewal SA's policy.

Key Capabilities

The [Renewal SA Capability Framework](#) integrates the Renewal SA Strategic Plan and the South Australian Public Sector Values to define the capabilities we need to operate effectively. Our Framework is led by four principles that are critical themes and considerations that ensure safety, personal leadership, best practice, and our communities are at the forefront as we apply our capabilities.

All the capabilities within the Renewal SA Capability Framework are relevant for all employees. The below outlined capabilities are specifically needed to successfully perform the role.

Capability Group	Capability	Level	Behaviours
Culture and Collaboration	Build relationships	Accomplished	<ul style="list-style-type: none"> ▼ Initiate genuine and difficult conversations and demonstrate vulnerability with others as needed to build trust and respect. ▼ Consider the objectives, backgrounds and context of others when listening and empathising with others. ▼ Identify the key objectives of others and find ways to meet these with mutually beneficial outcomes. ▼ Manage collaboration across our teams to find agreement on our solutions.
Strategy and Growth	Make an impact	Accomplished	<ul style="list-style-type: none"> ▼ Comprehensively consider the issues facing multiple stakeholder groups when evaluating problems. ▼ Review solutions and prioritise those that deliver the maximum weighted benefits, considering multiple interlinked problems. ▼ Detailed understanding of the outcomes of solutions and courses of action, including the negative impacts or opportunities lost. ▼ Create reporting and processes that define both the tangible and intangible impacts of Renewal SA's strategies and operations
Innovation and Agility	Be flexible	Accomplished	<ul style="list-style-type: none"> ▼ Show awareness of broader implications of changing priorities and communicate with and support impacted stakeholders. ▼ Promote change as opportunities for staff to develop new skills or gain experience. ▼ Develop changes to processes and systems to meet changing needs and ways of working.

			<ul style="list-style-type: none"> ▼ Engage with broad stakeholder groups through a variety of means as needed to best achieve the outcomes required.
Solutions Focused	Apply business and commercial acumen	Accomplished	<ul style="list-style-type: none"> ▼ Find ways to maximise the economic value of Renewal SA's operations through cost benefit analysis and solutions. ▼ Integrate support services in solution development and decision making to improve understanding and value. ▼ Assist Renewal SA to translate and navigate complex business concepts and arrangements. ▼ Position Renewal SA strongly in contract negotiation and drive value through contracts while maintaining relationships.
People Leadership	Manage our people and share knowledge	Accomplished	<ul style="list-style-type: none"> ▼ Drive a culture where individuals proactively manage their capacity and demands and flexibility to redirect capacity as needed. ▼ Actively lead and contribute to a culture that identifies new capabilities and manages current capability and alignment to strategy. ▼ Champion the use of knowledge systems and develop or encourage new ways of capturing knowledge across Renewal SA. ▼ Lead sharing and storing of information across Renewal SA and mitigation of risks associated with key personnel loss.
Technical Capability	Project Enablement	Accomplished	<ul style="list-style-type: none"> ▼ Lead strategic and operational activities and processes necessary to facilitate the entire project lifecycle, whilst guiding and coaching project teams. ▼ Provides subject matter expertise to lead the enablement of technical decision-making outcomes across the project lifecycle. ▼ Leads risk management strategy and monitoring dependencies, whilst providing guidance and support to project teams in effectively resolving or escalating risks. ▼ Align systems and processes to encourage and support improved technical decision making across the project lifecycle and in the achievement of successful project outcomes.

Delegate		Role occupant	
▼ This position profile accurately outlines the expectations of the	<input type="checkbox"/>	I have read and understood the role and expectations of me.	<input type="checkbox"/>
Name		Name	
Title		Signature	
Signature			
Date	Click to enter a date.	Date	Click to enter a date.