

Position Description

Role title	Senior Development Manager	Last reviewed	1/05/2024
Division	Property and Major Projects / Residential Project Delivery and Assets	Team	Varies
Reports to	Varies	Classification	MAS3
Direct reports	Varies		

Role Purpose

Manage and oversee multiple complex projects across a portfolio, leading and mentoring a multi-disciplinary team to execute all aspects of the project delivery lifecycle, from planning, design, approvals through to delivery on-site, to ensure successful project outcomes and the achievement of organisational objectives.

Key Accountabilities

- Lead and oversee the planning and delivery of multiple complex development property projects, ensuring strategic, operational, and financial outcomes and service performance measures are met.
- Lead the development of strategies to deliver best practice project outcomes across complex project elements including infrastructure, design, stakeholder relations and general property development requirements.
- Lead and manage multi-disciplinary project teams in the delivery of critical and complex infrastructure related programs, projects, and services, fostering collaboration and a high-performance work environment.
- Formulate, implement, and provide expert consultancy on innovative policies, standards, and procedures for complex development projects, influencing and informing the development of Renewal SA policy and guidelines.
- Lead the development of financial performance measures and methods to assess project financial outcomes, optimising resource allocation for effective utilisation and cost control throughout the development lifecycle.
- Develop, manage, and report on project budgets, including revenue and capital expenditure, to ensure projects are delivered within budgetary constraints.
- Proactively and effectively identify and manage key project risks to ensure ongoing performance of individual elements of projects whilst ensuring a safety-first approach to project delivery.
- Oversee the implementation of project management controls and governance frameworks to ensure compliance with legislative requirements across environment, sustainability, building standards, WHS and audit.
- Initiate, develop and maintain pro-active and collaborative working relationships and networks with internal and external program and project stakeholders, establishing effective communication channels and leading negotiations to achieve favourable outcomes.
- 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 project requirements within the available budget, negotiating prices, and controlling costs throughout the development lifecycle.
- 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.

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	• 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	• 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	• 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. - 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	- 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	- 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	- 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.
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Delegate		Role occupant	
This position profile accurately outlines the expectations of the role.	☐	I have read and understood the role and expectations of me.	☐
Name		Name	
Title		Signature	
Signature			
Date	Click to enter a date.	Date	Click to enter a date.