



APPLICANT PACK

General Manager Conservation

City of Gold Coast



**Leading
Roles**

People ▶ Performance ▶ Partners

CITY OF
GOLDCOAST™

CONTACT

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Message from the CEO

Dear Candidate,

The City of Gold Coast is changing. A sweeping reform of our organisation is underway, representing the most significant changes to the City of Gold Coast since 1995.

At the heart of this transformation is our unwavering commitment to improving our services for the vibrant and diverse community of the Gold Coast. We recognise the evolving needs and aspirations of our residents, and it is our utmost priority to exceed their expectations by delivering innovative and efficient solutions.

To bring our vision to life, we have developed a new organisational structure that comprises seven distinct departments, each playing a crucial role in the framework of the new City of Gold Coast. These areas are:

- Invest Gold Coast
- Service Gold Coast
- Business Services
- Environment, Heritage and Resilience
- Strategy, People, and Performance
- Infrastructure Gold Coast
- Planning and Regulation

By joining City of Gold Coast as a leader, you will have the unique opportunity to contribute to the transformation of our beautiful city, ensuring a sustainable, prosperous, and inclusive future for all.

There has never been a better time to become a part of City of Gold Coast. We are on the cusp of something extraordinary, where your expertise, passion, and dedication can make a significant impact. Together, we can create a City of Gold Coast that sets new standards in service delivery, sustainability, and community engagement.

I invite you to explore the exciting career opportunities within the City. Let us embark on this remarkable journey together and shape the future of the Gold Coast.

Warm regards,
Tim Baker CEO, City of Gold Coast



Be part of shaping the
future of Gold Coast



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We acknowledge and pay respects to the traditional Aboriginal people of these lands and waters and we acknowledge all their descendants. We also acknowledge the many Aboriginal people from other regions as well as Torres Strait and South Sea Islander people who now live in the local area and have made an important contribution to the community.



The Opportunity

The City of Gold Coast is seeking an experienced and strategic leader for the role of General Manager (GM) Conservation.

This role is pivotal in managing the City's environmental conservation initiatives, including the stewardship of extensive and valuable conservation estate, significant biodiversity programs, community engagement, catchment management, pest and biosecurity control and the implementation of strategic policies and partnerships. The GM will oversee a diverse branch within the Environment, Heritage and Resilience Department, managing approximately 170 FTEs and reporting to the Executive General Manager Environment, Heritage and Resilience.



Key Responsibilities

Leadership and Strategy:

- **Environmental Conservation Services:** Oversee the City's conservation efforts, including management of the extensive 13K hectare conservation estate, biodiversity programs and biosecurity measures. This includes managing a branch of approximately 170 FTEs, with a total expenditure budget of over \$26 million.
- **Strategic Oversight:** Guide and continuously evolve the 'Our Natural City' Strategy, ensuring its alignment with the City's long-term environmental objectives.
- **Strategic Partnerships:** Foster partnerships with governmental and non-governmental organisations to leverage resources and drive innovation in conservation practices.

Operational Management:

- **Integrated Team Leadership:** Unify diverse teams under a single structure, focusing on conservation, biosecurity and catchment management. Establish and refine operational processes to ensure efficiency and effectiveness across these functions.
- **Performance and Evaluation:** Implement robust monitoring and evaluation systems to assess the effectiveness of conservation initiatives, ensuring alignment with Council's broader objectives.
- **Promotion and Branding:** Enhance the visibility and reputation of the City of Gold Coast's natural environment, inspiring others (both internally and externally) to protect and enjoy it.



Key Responsibilities continued

Team and Organisational Development:

- **Team Leadership:** Build and lead a high-performing, multidisciplinary team. Focus on team formation, defining purpose and remit and fostering career progression within the branch.
- **Change Management:** Drive the branch's adaptation to a new structure, ensuring a strategic uplift in thinking and alignment with the City's broader goals.
- **Cultural Change Management:** Guide the team through cultural shifts, fostering a sense of unity and shared purpose across the branch.

Stakeholder Engagement::

- **Internal Collaboration:** Work closely with other General Managers and Executive General Managers across the Environment, Heritage and Resilience department and other departments to ensure cohesive planning and execution of conservation initiatives.
- **External Relationships:** Maintain and strengthen relationships with key external stakeholders, including state and federal government agencies, community groups, universities and environmental organisations.
- **Community Engagement:** Educate and engage the community on environmental management, conservation and the impacts of climate change.



Impact and Accountability

The General Manager (GM) role will have a significant and wide-ranging impact across multiple branches, including Infrastructure Gold Coast, Invest Gold Coast, Service Gold Coast, Business Services and Planning and Regulation, as well as Environment, Heritage and Resilience. This position is crucial in guiding conservation strategies, catchment and natural areas management, managing biosecurity and implementing changes related to sustainability and environmental protection.

The GM will have considerable discretion in prioritising work programs, approving projects and representing the City in external communications on environmental issues. They will engage in high-level discussions with state and federal agencies and partner with private and not-for-profit sectors to achieve shared outcomes. The role directly influences the City's operations, from conservation planning to environmental policy development, ensuring that the City meets its environmental and sustainability goals while providing critical advice and direction across various functions.

Opportunities and Challenges

- **Strategic Leadership:** Leading the branch through structural and strategic changes, including the implementation of new policies and approaches to achieving conservation outcomes.
- **Operational Excellence:** Managing a broad portfolio of responsibilities, from environmental conservation to biosecurity, while ensuring the successful delivery of key strategic initiatives.
- **Organisational Effectiveness:** Developing alignment between the branches of this newly formed team, fostering a culture of collaboration and shared objectives.

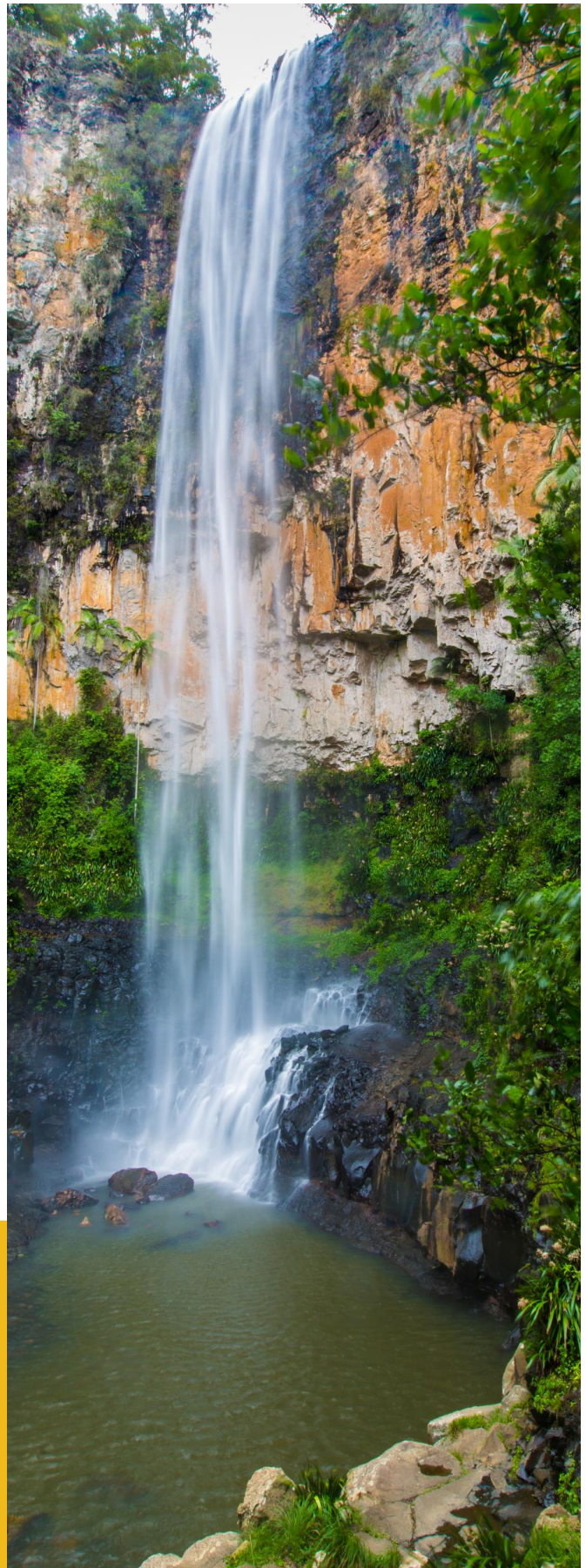
Projects

Projects can range from climate adaptation, catchment resilience, conservation partnerships and the development of new biosecurity measures. Many of these projects require working with natural resource management organisations, private and public landholders, not-for-profit and advocacy organisations, volunteers, external technical experts, internal asset owners and state government departments to ensure delivery.

Personal Attributes

Success in this role requires strategic thinking, problem-solving and a solutions-oriented mindset. Building and maintaining relationships and balancing competing priorities will be essential. The ability to influence outcomes across departments and a commitment to fostering a positive, collaborative leadership culture are critical attributes.

By leading with vision, fostering a high-performance culture and effectively managing stakeholder relationships, you will drive the City of Gold Coast's Conservation department towards achieving its strategic objectives and delivering exceptional outcomes for the community.





Selection Criteria

- Extensive leadership experience in conservation and environmental management, with strong knowledge of relevant legislation and its application in local government.
- Proven expertise in catchment management and biosecurity, with a successful track record in strategic planning, resource allocation and legislative compliance.
- Demonstrated ability to build and lead high-performing, multidisciplinary teams, fostering collaboration and achieving organisational goals.
- Strong strategic thinking and problem-solving skills, with the capability to implement conservation strategies aligned with the City's long-term objectives.
- Excellent communication and stakeholder engagement skills, with the ability to influence and build partnerships with government bodies, NGOs and community groups.
- Relevant tertiary qualifications in Environmental Science, Natural Resources Management or a related field, with additional qualifications in conservation or environmental management highly desirable.



Qualifications and Experience

This role is ideal for a proven leader with a deep understanding of environmental management, a passion for sustainability and a commitment to protecting the City's natural environments. The successful candidate will be a strategic thinker, an effective communicator and a collaborative leader capable of driving significant change across the organisation.

- **Essential:** Tertiary qualifications in Environmental Science or a related discipline, with significant experience in a similar leadership role.
- **Desirable:** Formal qualifications in environmental management, conservation, sustainability or a relevant discipline.
- **Experience:** A minimum of 15 years of experience in environmental management, with demonstrated expertise in leading large teams, managing complex projects and navigating regulatory environments.



About Council

The City of Gold Coast is the second largest local government in Australia and serves a community of approximately 650,000 residents. The council employs around 4,500 staff and has an annual budget of \$2.2 billion.

The City of Gold Coast is divided into fourteen (14) divisions and encompasses the entire Gold Coast region which stretches along the southeastern coast of Queensland. The region includes diverse communities such as Surfers Paradise, Broadbeach, Burleigh Heads, Coolangatta and many others.

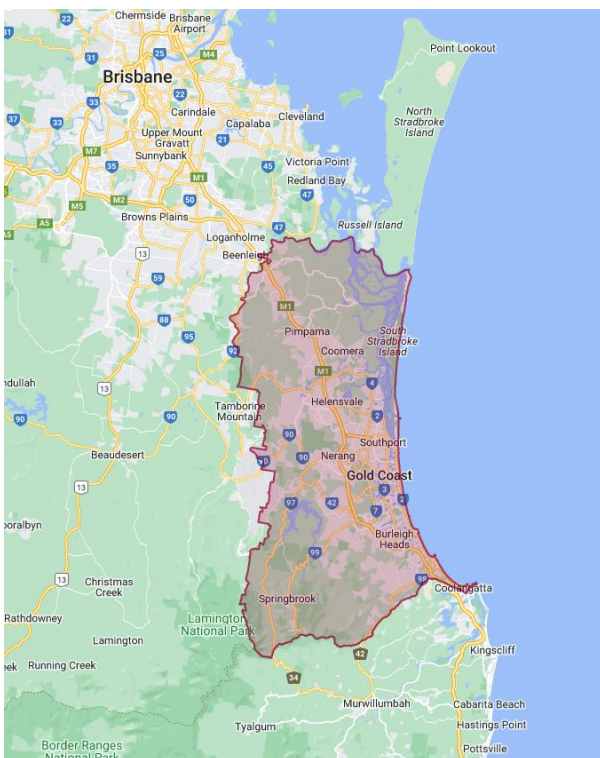
The region is known for its vibrant tourism industry, beautiful beaches and a growing population, currently estimated at 647,824 residents (2022).

The City of Gold Coast covers an area of more than 1,400 square kilometres with commercial and urban development, over 55 kilometres of beaches, more than 270 kilometres of navigable waterways and a world heritage forest.

The City plays a crucial role in fostering economic growth and development in the region. It supports local businesses, promotes tourism, attracts investment, and works to create employment opportunities.

The Gold Coast has a diverse economy, with sectors such as tourism, hospitality,

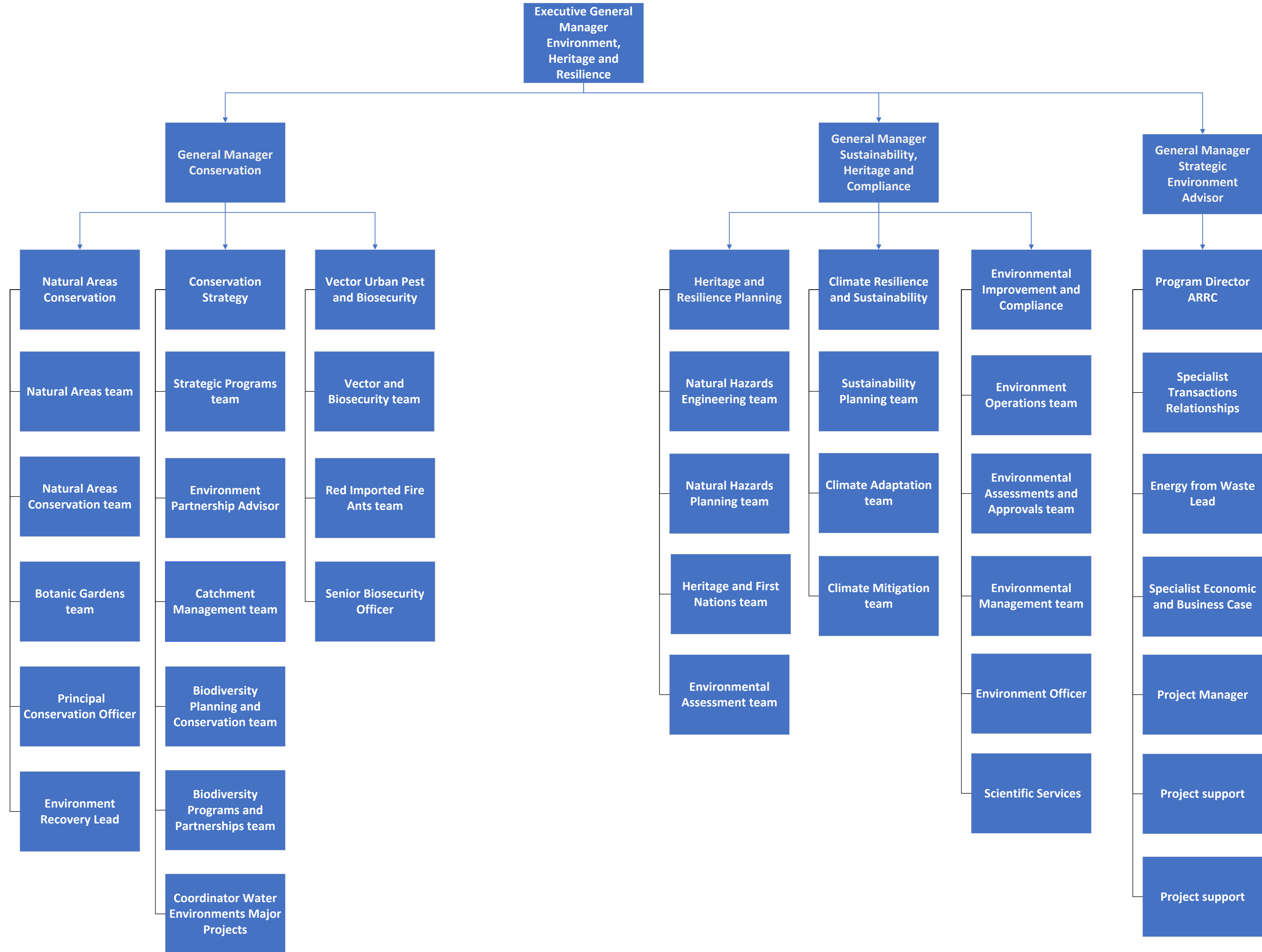
construction, education, health, and professional services playing significant roles.



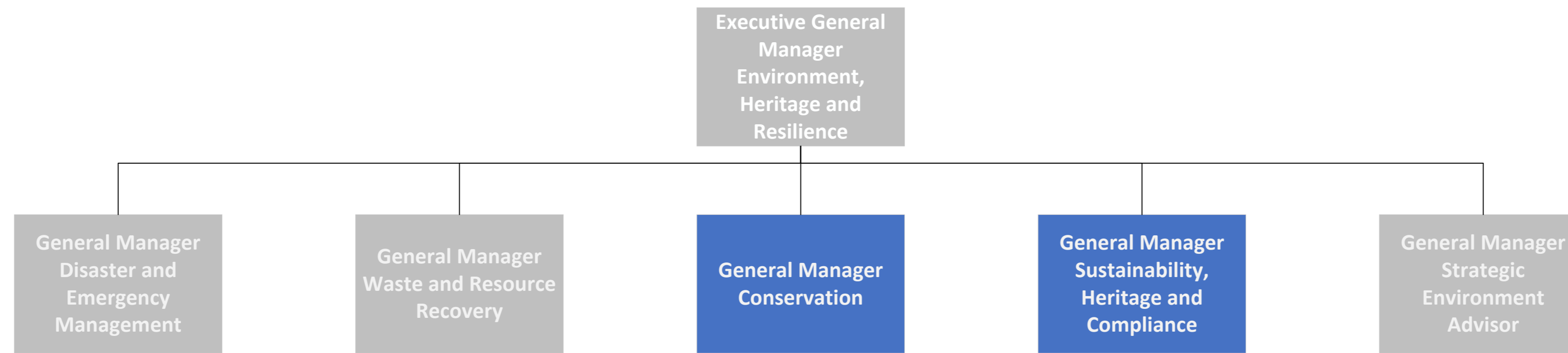
Links to Council Information



Organisational Structure



Organisational Structure





Living in the Region



Housing

Housing on the Gold Coast is diverse, offering a range of options to accommodate the needs and preferences of its residents. Property prices can vary significantly depending on factors such as location, property type, size, and proximity to amenities. Beachfront and waterfront properties, as well as those in highly sought-after suburbs, tend to command higher prices.



Educational Facilities

The City of Gold Coast is well-served by both state and private school facilities, there are more than 100 schools throughout the region. For those wishing to further their education, there are three universities and several Queensland TAFE campuses along with other independent tertiary education facilities all located throughout the City of Gold Coast.



Healthcare

There are excellent medical facilities in the region with both public and private hospitals readily available including Gold Coast University Hospital, Robina Hospital and the Varsity Lakes Day Hospital. The region is home to medical centres, private health centres, dental practices, aged care facilities and other traditional and non-traditional medical practitioners.



Living in the Region



Shopping & Dining

The City of Gold Coast is abundant with shopping choices, from major shopping centres to quaint boutiques and art galleries. The dining is second to none in the region, with fresh local produce and dining options ranging from fast food and cafe dining to 5-star restaurants.



Sports & Recreation

The City of Gold Coast is spoilt for choice with excellent sports and recreational facilities, and many sporting clubs in the region including football, netball, soccer, rugby union and tennis to name a few. If you prefer more leisurely pursuits and getting outdoors the region is a haven for exploring local beaches, national parks and local waterways.



Getting Around

City of Gold Coast is located approximately 1 hour and 15 minutes south of Brisbane and 41 minutes north of Tweed Heads by road. Located in the suburb of Coolangatta, the Gold Coast Airport is the primary airport serving the region. It is situated close to the Queensland-New South Wales border and is approximately 25 kilometres south of Surfers Paradise. The airport offers domestic and international flights, connecting the Gold Coast to various destinations within Australia and overseas.

Destination Gold Coast



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

Evaluation Process

Leading Roles and the City of Gold Coast 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. City of Gold Coast may elect to undertake further interviews as required.

Preferred applicants will be required to undertake psychometric assessments to assist in understanding the working preferences and attributes and potential fit to the role.

Following the selection of a preferred applicant the City will require further checks including reference checks, criminal history checks and medical assessments.

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.



Applications Open

- Week Commencing Monday 7 October 2024



Applications Close

- 5pm Monday 28 October 2024



Initial Assessment

- Week Commencing 28 October 2024



Council Interviews

- Week Commencing 11 November 2024

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

Belinda Walker

Executive Talent Consultant




Belinda is our senior talent consultant with close to 20 years of 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

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 belinda.walker@leadingroles.com.au



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ATTACHMENT

Position Description

General Manager Conservation

Department name	Branch name	Position classification	Number of direct reports	Line manager position title
Environment, Heritage and Resilience	Conservation	GM	3	EGM Environment Heritage and Resilience

Position Overview

The Environment Heritage and Resilience department encompasses specialists who design, maintain and champion the natural environment ensuring the City's natural assets remain beautiful and available for future generations to enjoy. The team advise on balanced access to our natural assets for a safe, active and healthy community

The General Manager Conservation is responsible for operational and strategic functions related to conservation and catchment management, including pest and biosecurity management. It manages both risk and opportunity through proven and contemporary approaches. The position is required to drive innovation, scaling up business as usual work and promoting the work of the City with regard to enhancing our natural environment. The role is also responsible for the measurement and implementation of the Our Natural City strategy.

The role will manage a branch of approximately 170 staff and report to the Executive General Manager Environment, Heritage and Resilience Department.

The role will ensure branch deliverables are aligned with the department's Business Plan and purpose "We protect and enrich our natural surroundings and cultural legacy to ensure a vibrant future for our community and environment. We build the city's resilience to meet future challenges and minimise harm through disaster management. We facilitate the recovery of valuable resources to drive positive and sustainable outcomes for our city."

Key working relationships

- The General Manager Conservation will work closely with the Executive General Manager Environment, Heritage and Resilience and team members from the Senior Leadership Team.
- The incumbent will liaise with internal stakeholders from across the organisation as part of driving optimal healthy, resilient and biodiverse natural environment outcomes for the City.
- The incumbent will liaise with various external stakeholders including but not limited to:
 - General public, residents and ratepayers
 - Federal and State Government Departments and Agencies
 - Other Local Governments and Boards
 - Businesses, Private Enterprise
 - Relevant Community Groups and organisations
 - Contractors and Consultants



General Manager Conservation

Department name	Branch name	Position classification	Number of direct reports	Line manager position title
Environment, Heritage and Resilience	Conservation Strategy and Delivery	GM	3	EGM Environment Heritage and Resilience

Position responsibilities

- Lead a branch comprised of approximately 170 staff who are responsible for managing environmental conservation services across our community.
- Consult and advise on risks and opportunities related to conservation, catchment management and biosecurity hazards.
- Educate community aspirations regarding conservation and the environment.
- Provide opportunities for all community stakeholders to have a voice regarding conservation engagement, management, catchment and the environment.
- Set the strategic direction, oversee the operations of and optimise the relationship between the following services:
 - Conservation management and partnerships.
 - Environmental markets.
 - Biosecurity and pest management.
- Lead and development of strategic approaches to Catchment Management, Biosecurity Management Plan, Fire Ant Management Plan, Koala Conservation Plan, Partnership and Co-investment Plan and Our Natural City Strategy and related strategic initiatives.
- Drive innovation and new practices in conservation strategy and delivery to scale up outcomes through partnerships.
- Set the branch direction, oversee operations and optimise relationships with internal and external partners and stakeholders.
- Deliver and maintain systems and processes across all branch functions for planning, delivery, measurement, dynamic reporting, risk management and governance.
- Drive high safety and wellbeing awareness and a culture of care and respect for the environment.
- Develop unique solutions to stabilise hills varying geological structures in differing urban environments.
- Knowledge of strategic partnerships and co-investment models to facilitate and leverage funding for conservation outcomes.
- Foster relationships with partner organisations across all levels of government, not-for-profit's, the private sector and community groups to leverage resources and funding towards shared objectives.
- Facilitate linkages through regular networks and information sharing and participate in local, regional and state-wide committees as required.
- Establish, monitor and deliver agreed levels of service provision, that meets the needs of the community now and in the future, having regard to legislative requirements, council policy, current industry, best practice and community expectations.
- Support the Executive General Manager, with the development and communication of Council's Corporate Plan, Operational Plan, Department Business Plan and Service Plans.
- Deliver assigned outcomes and activities from Council's Corporate Plan, Operational Plan, Department Business Plan and Service Plans including progress reports.
- Ensure effective and efficient management and development of the branch's resource planning and budget (including expenditure monitoring), reporting any exposure or potential exposure to the Executive General Manager.
- Demonstrate creativity, foresight, and mature judgment in anticipating and solving unprecedented/unique/complex conservation matters related to the branch.
- Maintain awareness of relevant political, social and legislative developments that may impact on the achievement of branch objectives.



General Manager Conservation Strategy and Delivery

Competencies

Competency	Competency definition	Level	Level definition
Leading People	Lead people to build a positive and productive organisation aligned to our City Vision.	Managerial	Develop leaders at all levels, creating and maintaining a leadership and development culture and promoting performance partnering.
Influencing and Partnering	Build internal and external relationships, developing connections that shape our future.	Strategic	Influence and involve stakeholders, focusing on the future of the organisation, engaging a wide range of individuals and groups to build that future.
Executing Vision	Understand and develop strategic direction, exercising decision-making that delivers the City Vision.	Strategic	Inspire the workforce and community by creating a vision of the future, guiding priority projects and setting long term plans.
Business Acumen	Understand, plan and apply commercial processes in order to optimise value, mitigate risk and maximise results.	Managerial	Ensure organisations projects and plans are commercially competitive and promote financial and business high-performance.
Good Governance	Maintain a holistic perspective, understanding and applying policy, legislation and contemporary systems and processes.	Managerial	Promote a culture of quality, efficiency and awareness to ensure compliance, contemporary processes and competitive service.
Portfolio Management	The centralised management of one or more portfolios, which includes identifying, prioritising, authorising, managing, and controlling projects, programs and other related work to achieve specific strategic business objectives.	Managerial	Delivers services and links programs of work to the overarching strategies for the branch. Comprehensively applies portfolio management methodology for internal function of a branch.

Mandatory qualifications / requirements

- Tertiary Qualifications in Conservation, Natural Resource Management, Environmental Science, or in a relevant field and/or coupled with significant experience in a similar leadership role is essential.
- Demonstrated engaged leadership skills with the ability to drive positive work practices across multi-faceted teams.
- Proven ability to sustain high levels of safety awareness in delivering performance outcomes.
- Deep knowledge in conservation planning and strategy required, including private and public land conservation practices, catchment management, environmental markets, conservation partnerships, and biosecurity and pest management.
- Knowledge of strategic partnerships and co-investment models to facilitate and leverage funding for conservation outcomes.
- Demonstrated experience in leading strategic communications, public education or marketing.
- A proven ability to communicate, negotiate and consult at appropriate levels within the Council, community and private sector with a demonstrated high level of written and verbal communication skills coupled with exceptional presentation skills to a wide range of stakeholders.
- Demonstrated highly collaborative work style, self-motivated with the ability to work across multiple business units, projects and priorities simultaneously.
- Highly developed resource planning, budgeting and risk management abilities in order to deliver operational and project plans.
- Working knowledge of statutory requirements relevant to Local Government and the branch including Work Health and Safety legislation

