



Position Information Pack

Director Infrastructure





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ACKNOWLEDGEMENT OF COUNTRY

Berrigan Shire Council acknowledges the Traditional Custodians of the lands on which we live and thrive. We pay respect to their elders, past, present, and emerging and extend respect to all First Nations Peoples. The people of these great Nations, their spirits and ancestors, will always remain within our waterways and lands.

WELCOME

I am excited to offer a career-defining opportunity at Berrigan Shire Council through the search and appointment for the Director of Infrastructure.

This unique and impactful role forms part of the Berrigan Shire Council Executive and leads a team focused on excellence in service, reputation and engagement.

The successful candidate will work in partnership with myself, Councillors and the other members of the Senior Executive to deliver on and elevate the strategic vision and service delivery for Berrigan Shire Council. If you have strong relationships across all levels of government, business acumen and a desire to drive significant transformation this could be the role for you.

With bold aspirations and an exciting future, I am seeking a dynamic and experienced visionary to deliver on community expectations. With a key focus on building strong relationships across all levels of government, the sector and community, coupled with the ability to deliver operational excellence, the right person will be responsible for effective leadership and management of the Directorate including the following functional areas:

- Infrastructure Operations
- Parks & Recreation
- Waste & Environment Services
- Project Delivery
- Water & Sewage Services
- Engineering Services

Council is a diverse and exciting organisation and I know this is a unique opportunity for someone looking to build their local government career.





OUR REGION

Berrigan Shire is a thriving rural community on the banks of the iconic Murray River. Situated on the border between New South Wales and Victoria, only three hours north of Melbourne (270 km) and 7 hours (670 km) south-west of Sydney.

A growing population of 8,700 live in our four towns of Barooga, Berrigan, Finley and Tocumwal and the surrounding rural area. This population is expected to increase to over 10,000 by 2040.

Berrigan Shire's major industry is agriculture with most of our 2,066 square kilometre area having access to irrigation, allowing for intensive cropping and pasture with Finley and Berrigan acting as service towns.

The Murray River and associated lifestyle options also attract many tourists, especially in the river towns of Tocumwal and Barooga.



BERRIGAN SHIRE
BAROOGA • BERRIGAN • FINLEY • TOCUMWAL

OUR COUNCIL

Berrigan Shire Council, established in 1906, is the governing body for Berrigan Shire, providing a full range of local government services.

Eight Councillors are elected to four-year terms and the Councillors elect a Mayor from among their number who serves a two-year term.

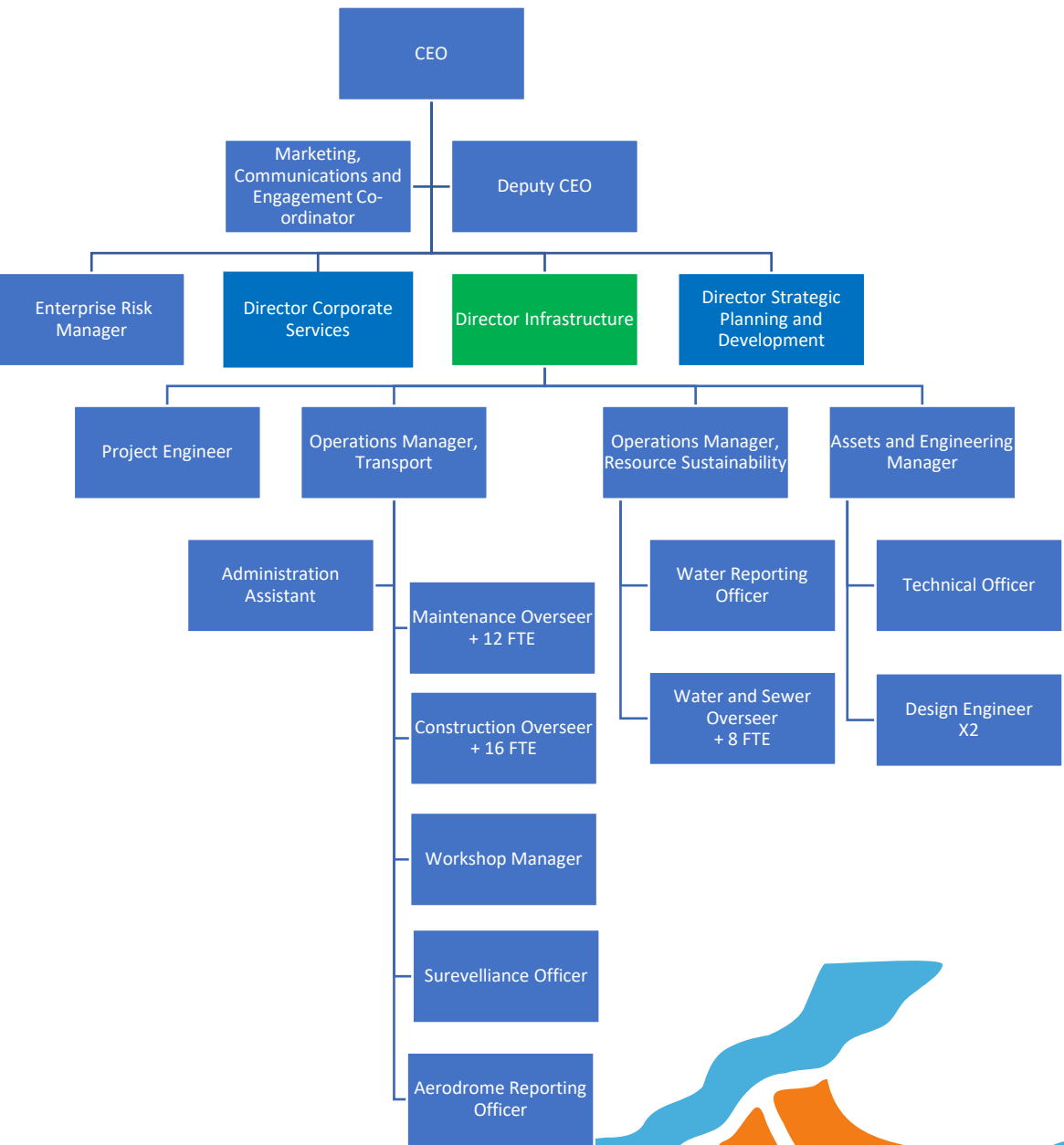
The role of the elected Council is to represent the community, formulate policy and strategic direction, oversee the implementation of Community Strategic Plan and review the performance of the organisation.

Day-to-Day management of the Council, in line with the strategic direction set by the Councillors, is the responsibility of the Chief Executive Officer (CEO).

The CEO is also responsible for providing advice to the Council, implementing the lawful decisions of the Council and appointing and managing staff in line with the resources provided in the Council's budget and organisation structure.



OUR TEAM



*Condensed Organisation Chart.





THE ROLE

Purpose:

Provide high level strategic direction and leadership to the Infrastructure Team.

The Infrastructure team is responsible for engineering and technical support, road construction and maintenance, town and park maintenance, general construction, aerodrome management, environmental management including water and sewer services and landfill management.

The Director Infrastructure is required to excel in team collaboration, fostering connections with diverse departments within the council and the community.

The position will be focussed on the continuous improvement of Council's operational services.



BERRIGAN SHIRE
BAROOGA • BERRIGAN • FINLEY • TOCUMWAL

KEY RESPONSIBILITIES

Within the area of responsibility, this role is required to:

- Develop, implement and deliver Council's annual and rolling capital and operational works programs and strategic plans to develop and deliver Council's Operational and Delivery Program.
- Actively manage services and facilities provided by the Infrastructure Team.
- Promote continuous improvement within the Infrastructure Team, emphasising high levels of efficiency and productivity and encouraging appropriate delegation and responsibility to all staff.
- Actively manage Council's grant funding programs and ensure acquittals are prepared in line with funding guidelines and on time.
- Actively develop and manage the budget for the Infrastructure Team across all service delivery areas, including the development of a 10 year capital works program, by working closely with the Finance Team.
- Monitor and evaluate the performance of all staff within the Infrastructure Team and ensure appropriate levels of staff training and development are maintained.
- Monitor and review Council's Asset Management Plans, ensuring opportunities and threats to the Council's assets are identified, and staged construction and/or replacement is recognised and included in Council's plans.
- Actively operate, maintain and manage the Tocumwal Aerodrome.
- Work closely with the Enterprise Risk Manager to comply with and implement the Local Emergency Management Plan.
- Work closely with the Executive Leadership Team to ensure Council functions effectively across all areas.





KEY CHALLENGES

- Ensuring Council meets its obligations under the Integrated Planning and Reporting Framework while balancing other Council obligations.
- Working across a broad and complex range of Council functions and services to ensure a consistent approach to service delivery across your areas of responsibility.
- Working with the Executive Leadership Team on sensitive and potentially confidential matters.
- Maintain high levels of accountability for the achievement of the objectives of the Infrastructure Team.
- Significant growth in the Shire, particularly Tocumwal will bring with it critical infrastructure issues that will need to be considered and planned for.
- Management of disaster funding.
- Balancing the service delivery expectations against the realities of Council's budget, resources and other external requirements.



RELATIONSHIPS

Who	Why
<ul style="list-style-type: none"> • Chief Executive Officer • Executive Leadership Team • Councillors • Managers • Employees 	<p>The position is required to provide services, advice and make decisions which typically span across the whole organisation.</p>
<ul style="list-style-type: none"> • Residents and ratepayers • Community organisations • Government Agencies • Statutory authorities 	<p>The position has significant influence on the areas overseen. The position provides specialist professional services and advice on behalf of Council.</p>



TOTAL REMUNERATION PACKAGE

The salary range is between \$200,000 and \$230,000 depending on experience.

This includes:

- Car allowance
- Superannuation at 11%
- Over time allowance
- Rent assistance
- Moving expenses can be negotiated
- 9 Day Fortnight

Annual performance bonus of between 0% and 5% of salary.

SELECTION CRITERIA

Essential:

- Formal qualification in Civil Engineering acceptable for 'Professional Engineer' membership of Engineers Australia.
- Proven senior management experience leading a multi-disciplined team.
- Demonstrated experience in managing State and Commonwealth Funded Capital Works grants.
- Demonstrated understanding of the relevant economic, political, social and environmental issues for local government and of the role of local government in supporting communities.
- Current Australian Drivers License.



HOW TO APPLY

To apply for this position, please complete the online application www.berriganshire.nsw.gov.au/council/careers

- Cover letter (no more than 2 pages)
- An up-to-date and detailed resume

Applications close 5:00pm Friday, 3 May 2024.

Prospective candidates may contact Berrigan Shire Council for more information on the position or to make an enquiry.

Karina Ewer - Chief Executive Officer
03 5888 5100

To learn more about Council and our beautiful shire, please visit:
www.berriganshire.nsw.gov.au





a new adventure awaits

