



Accountability, Leadership, Unity, Trust, Pride & Safety

COORDINATOR CAPITAL DELIVERY OPPORTUNITIES

Fixed term contract (3 years)

Location – Proserpine / Bowen

\$150,000 - \$160,000 + Vehicle Allowance

The Whitsunday Regional Council is situated at the heart of the Great Barrier Reef. The region encompasses the 74 tropical Whitsunday Islands, the coastal towns of Cannonvale, Airlie Beach, Jubilee Pocket, Shute Harbour and Bowen along with the rural towns of Proserpine and Collinsville. The Whitsunday region offers a dynamic environment and is perfectly placed to live, work, play and invest.

Shape the Future of the Whitsundays

Whitsunday Regional Council is seeking experienced and motivated project delivery professionals to join our Capital Program Delivery Branch. We currently have two exciting leadership opportunities available:

- **Coordinator Capital Delivery – Major Projects**
- **Coordinator Capital Delivery – Core**

Both positions play a critical role in delivering Council's infrastructure program and will lead teams of Project Managers responsible for turning strategic plans into high-quality community assets. These roles are fixed-term management positions for three years and report to the Manager Capital Program Delivery.

About the Roles

Working within the Infrastructure Services Directorate, you will lead the planning, coordination and delivery of significant capital infrastructure projects across the Whitsunday Region. Both positions provide leadership, direction and technical oversight to Project Managers, while managing the successful delivery of projects from planning through to completion

Coordinator Capital Delivery – Major Projects

Lead the delivery of Council's major and strategically significant capital projects. This role oversees complex, high-value projects, manages key stakeholder relationships, and drives the successful delivery of transformative infrastructure outcomes across a diverse range of asset classes.

Coordinator Capital Delivery – Core

Lead the delivery of Council's Core Capital Program, coordinating multiple concurrent projects and providing leadership to Project Managers delivering roads, transport, stormwater, parks, coastal and community infrastructure projects across the region.



What You'll Be Doing

- Leading and mentoring Project Managers to deliver high-quality outcomes.
- Managing capital projects through all phases of the project lifecycle.
- Coordinating consultants, contractors and suppliers.
- Managing project budgets, schedules, risks and stakeholder expectations.
- Ensuring compliance with Council governance, legislative and funding requirements.
- Building strong relationships with internal and external stakeholders.
- Driving continuous improvement and best-practice project management methodologies.

About You

To be successful, you will bring:

- Demonstrated experience leading project delivery teams in a complex environment.
- Strong project, program and stakeholder management capabilities.
- Excellent communication, negotiation and influencing skills.
- Proven ability to manage competing priorities and deliver successful outcomes.
- Strong financial, risk management and reporting skills.
- A commitment to safety, customer service and continuous improvement.
- Tertiary qualifications in Portfolio, Program and Project Management.
- Current C Class Manual Driver Licence.
- General Construction Induction (White Card).

Desirable

- Civil or Environmental Engineering qualifications.
- RPEQ accreditation.
- Experience using design software such as 12D and AutoCAD

Apply Now

To view the position description please click on the job attachments tab above. To apply, click the 'Apply' button above. For any further information regarding this role, please contact a member of our Human Resources Operations team on (07) 4945 0694.

Council is committed to providing a healthy work environment for individuals working, visiting or conducting business at Council workplaces and is transitioning to a Smoke Free Workplace.

Council practices Equal Employment Opportunities and Workplace Health and Safety Principles.

