

Manager Economic Development

Role purpose

Lead the City's economic development programs inclusive of investment attraction, business engagement and support programs, innovation, funding programs, community safety and parking services.

Role overview

EA & Classification	Hobart City Council Enterprise Agreement 2024 (or its successor) Municipal Officer Level 7A
Position Number	9819
Number of direct reports	6
Responsible for total staff	50
Delegations & Authority	Financial Delegation up to \$50,000
Budget level	Nil
Network, Group, & Team	Community and Economic Development Network, Economic Development Group
Immediate Manager	Director Community and Economic Development (4793)



Role accountabilities Key result areas



Strategic

- Lead and champion the implementation of the City Economy Strategy and Framework that supports and grows Hobart's economy through strategic economic development initiatives and business development.
- Design, implement and evaluate economic research and consultation projects to ensure the City stays informed of local, national and international economic trends, issues, opportunities and changing needs.
- Lead the strategic development and continuous improvement of the City's parking services, ensuring parking policy, technology and infrastructure support economic growth, city activation and customer experience.
- Lead the development and implementation of the Hobart Innovation District, leveraging strategic partnerships, investment attraction and innovation initiatives to position Hobart as a globally recognised innovation district and a leading centre for knowledge-based economic growth.
- Coordinate economic policy input into the development and review of Council's strategic planning process and instruments.
- Work in partnership with the state government to attract inbound investment and grow Hobart's knowledge economy and sustainable industry base.
- Provide expert strategic advice to inform and influence decisions regarding business engagement and support programs, innovation, funding programs, community safety and parking services.
- Engage and advocate at a strategic and policy level with state and federal governments, ensuring that the City's interests are well represented in dealings with business, industry and academia.

Corporate

- Foster investment and development opportunities by acting as a liaison for prospective developers and investors, facilitating engagement across Council and supporting efficient navigation of assessment and approval processes.
- Live the City of Hobart's values and management behaviours at all times setting a strong example for the broader team.
- As part of the Hobart Leadership Team inspire an organisational culture that rewards innovation, continuous improvement and service excellence.
- Promote the image of the City as being a provider of innovative, efficient, equitable, respectful and quality services for all members within its community.
- Promote the work of the Economic Development Group across the Council, all key affiliates, business, stakeholders and general community.
- Work collaboratively with the Executive Officer Community and Economic Development to ensure effective governance, compliance and adherence to corporate policies, procedures, reporting requirements and organisational processes.



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Leadership

- Role model expected behaviours and values that others will be motivated to follow and deliver quality outcomes based on a continuous improvement and high-performance culture.
- Demonstrate ethical leadership in decision making, and champion collaboration and engagement in professional relationships across the organisation to build strong networks as part of the Hobart Leadership Team.
- Provide high level leadership to the Economic Development Group, supervise and provide professional development to reflect current best practice as relevant to the sector.

Professional advice

- Manage, direct and provide high level expert advice on a diverse and complex range of areas relevant to the position, to the Director Community and Economic Development, Executive Leadership Team and Chief Executive Officer.

Behaviour Standards

- Actively demonstrate the expected behaviours described in the City of Hobart Capability Framework in accordance with the position classification.

Work Health and Safety

- To take reasonable care that your acts or omissions do not adversely affect the health and safety of yourself or others in the workplace, to comply with any reasonable instructions given to you by the Council and to comply with the requirements of any and all WHS applicable policies and procedures.
- To implement the Council's WHS Management System, to ensure that the work for which you are responsible is carried out in accordance with this System and the WHS legislation and to provide appropriate WHS information, instruction, training and supervision to workers for whom you are accountable.
- Ensure compliance with Work Health and Safety and Child and Youth Safety requirements at all times and follow prescribed reporting processes within the required timeframes.

NOTE: Whilst the key functions and responsibilities for the role are set out above, the Council may direct an employee to carry out such duties or tasks as are within the limits of the employee's skill, competence, and training.

Selection criteria

Essential

1. Bachelor degree or higher in Business, Economics, Public Policy or a related field.
2. Current Driver Licence.
3. Extensive and specialist knowledge of current and future trends relating to economic development, business support programs and investment attraction.
4. Demonstrated knowledge and understanding of tools and approaches used by public sector entities in supporting economic development and investment attraction.
5. Sound knowledge of and experience in delivering smart city innovations and technical programs in real world scenarios.
6. Highly experienced leader who strongly supports a collaborative, innovative, agile culture, able to motivate, empower and challenge others through change to work as part of dynamic teams to deliver quality outcomes in a client centric environment.
7. Significant senior level experience in a multi-faceted organisation managing a wide scope of programs.
8. Proven experience in preparing complex specialist documents, plans, reports, funding submissions and correspondence.
9. Proven program and project management skills and experience, including a high level understanding of contract management and the capacity to deliver complex projects on time and within agreed parameters.
10. Highly developed strategic planning skills with the proven ability to implement programs and processes together with proven ability to build and facilitate strategic partnerships.
11. Highly skilled communicator and strategic thinker with a level of political acumen to approach situations and relationships with a clear perception of the political context and reality.
12. Proven experience to successfully negotiate, influence and persuade stakeholders and others to a point of view.
13. Ability to self-reflect and demonstrate organisational value and behavioural standards.

Desirable

- Post graduate qualifications in a related field.

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Pre-employment checks

1. National Police check
2. Pre-employment Medical Assessment.
3. Current Registration to Work with Vulnerable People.

Notes

- Regular checks of the validity and status of essential licences and registrations are undertaken during the term of employment.
- The employee is responsible for notifying any new criminal convictions during the course of their employment.
- The *Registration to Work with Vulnerable People Act 2013* requires persons undertaking work in a regulated activity to be registered. A regulated activity is a child related service or activity defined in the *Registration to Work with Vulnerable People Regulations 2014*.

Our Values



People

We care about people – our community, customers and colleagues



Focus & Direction

We have clear goals and plans to achieve sustainable social, environmental and economic outcomes for the Hobart community.



Accountability

We work to high ethical and professional standards are accountable for delivering outcomes for our community.



Teamwork

We collaborate both within the organisation and with external stakeholders drawing on skills and expertise for the benefit of our community



Creativity & Innovation

We embrace new approaches and continuously improve to achieve better outcomes for our community.