

DPC Aboriginal and Torres Strait Islander Employment Pool

ASO7 – MAS3 Strategic Planning and Policy Roles

Salary Classification

Strategic Planning and Policy roles may be either at the ASO7 (\$94,106 - \$102,153), ASO8 (\$106,054 - \$110,257) or MAS1-3 (\$92,493 – \$112,260) classification.

What types of roles are available?

DPC employs a diverse workforce which is reflective of the work that we do. Listed below are examples of some of the roles available in DPC at the ASO7, ASO8 and MAS1-3 classification:

- Principal Consultant
- Principal Policy Officer
- Principal Advisor
- Project Manager

What is the work?

The available roles may undertake a variety of tasks. Examples include the following:

- Administer and/or undertake complex policy matters
- Undertake research and analysis
- Develop and maintain effective relationships and networks with internal and external stakeholders
- Be responsible for service wide function(s)
- Have a significant role in the development of policies and setting objectives for work area
- Interpret, review and implement policy instructions
- Contribute to improvements in specific agencies and functions by conducting and/or managing consultancy projects initiated by Directors, Executive Directors or the Chief Executive
- Provide advice to Directors, Executive Directors or the Chief Executive
- Work under broad parameters
- Plan and implement agency objectives and/or programs
- Evaluate the results of program activities against standard objectives
- Provide a specialist consultancy service within or across agencies
- Supervise and/or manage staff and provide guidance
- Manage significant resources.

What skills, experience and knowledge do I need?

To demonstrate your suitability for these roles, employees at the ASO7, ASO8 and MAS1-3 classification will be expected to possess the following:

- Previous experience in a project or policy related role
- Experience in planning and/or implementing agency objectives
- Significant expertise and competence
- The ability to formulate, implement, monitor, and evaluate projects and programs
- Detailed knowledge of Government policy, agency procedures and practices
- Application of a high level of discipline knowledge
- Very high levels of expertise and experience combining elements of planning, organising, directing and evaluating to determine goals and priorities
- Original thinking and creativity
- Independent judgment
- Experience in delegated authority.

Application

To apply for this pool, please visit the [ASO7 – MAS3 Strategic Planning and Policy Pool](#) or to return to information on Aboriginal and Torres Strait Islander employment opportunities please visit [Aboriginal and Torres Strait Islander Employment Pool](#).

Enquiries

For further enquiries, please contact:

Project Officer, Organisational Development:

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The DPC Aboriginal and Torres Strait Islander Employment Pool:

- Is open to people of Aboriginal or Torres Strait Islander descent only.
- Demonstrates DPC's commitment to increase the number of Aboriginal and/or Torres Strait Islander people employed in DPC, in accordance with the Chief Executive's 4% target.
- Does not guarantee employment for applicants. Employment opportunities are subject to availability.