



Government of South Australia
SA Housing Authority

DIRECTOR, CAPITAL PROGRAMS

JOB & PERSON SPECIFICATION

SEPTEMBER 2020

SA HOUSING AUTHORITY

ROLE DESCRIPTION

ROLE DETAILS	
Role Title Director Capital Programs	Classification Level SAES 1
Role No	Discipline Executive
Division Portfolio Planning and Asset Management	Date Created May 2020
Branch/Unit Capital Programs	Date Approved
Reports To Executive Director, Portfolio Planning and Asset Management	Date reviewed
ROLE CONTEXT	
SA Housing Authority	<p>At SA Housing Authority (the Authority) we are the custodians of a modern, sustainable, integrated and effective housing system. We act to empower South Australians with housing choices, enabling improved life outcomes now and in the future. We have a vision where all South Australian's have a secure and affordable housing future.</p> <p>To achieve our objective, we will:</p> <ul style="list-style-type: none"> • Deliver targeted services and create more efficient processes to better assist vulnerable and low-income south Australian to maintain safe and affordable accommodation. • Partner with the wider housing and homelessness sector and work in genuine cooperation to create a more responsive housing system that improves outcomes and eases pathways through the housing continuum. • Stimulate the State's economy by encouraging housing growth and affordability, providing opportunities for investors and businesses to create more local jobs. • Create vibrant, connected and includes communities that attract interest and investment through innovative and sustainable design and planning. • Implement effective and sustainable funds and asset management models broadening sources of capital and increasing the leveraging of partners and providers. • Build a new, clearly defined and high-performing organisational culture that recognises success and attracts and retains the best people. <p>The SA Housing Authority's Principles of Success:</p> <p>Our success depends on our workforce and each of us operating on the following principles:</p> <ul style="list-style-type: none"> • The Authority's objectives are at the centre of our thinking and our action. • We work collaboratively with each other and our stakeholders to achieve our objectives. • We know the outcomes we want to achieve and when will be will achieve them by. • We know where we are now and plan how to achieve those outcomes from that point. • We take action to achieve those outcomes. • We measure and report with honesty our progress towards outcomes. • We observe, listen an adjust our course of action or adapt our outcomes as needed. • We operate with flexibility to try new ideas and use different methods to achieve outcomes. • We take responsibility for our effort, actions and decisions. • We learn and continuously build our capability to achieve outcomes. • We operate with a mindset and practice of excellence in all we do.
Role Summary	<p>The Director Capital Programs is a role within Portfolio Planning and Asset Management and is accountable to the Executive Director, Portfolio Planning and Asset Management for:</p> <ul style="list-style-type: none"> • Programme and deliver the Authority's annual capital works program. • Leading a team of highly qualified internal and external project managers to deliver on the Authority's capital works program. • Developing and implementing robust, agile project management, procurement and contract management systems and protocols to enable projects to be delivered accordance with the

	<p>Authority's strategic and business plans.</p> <ul style="list-style-type: none"> Working with developers and the property sector to identify and implement innovative housing opportunities which will increase the supply and quality of the Authorities housing stock and release affordable housing to the market. Through the procurement opportunities partner with local industry to increase the capacity and capably of a skilled workforce and achieve industry participation objective. Providing strategic advice to the Executive Director.
Reporting/Working Relationships	<ul style="list-style-type: none"> Executive Director, Portfolio Planning and Asset Management Executive Directors, Directors and Senior Managers. Key stakeholders across all levels of government. Property developers, building companies and other key sector providers. Other external stakeholders pertaining to the role.
Special Conditions	<ul style="list-style-type: none"> Successful applicant will be required to satisfactorily complete a National Police Check (NPC) prior to being employed. Intrastate and Interstate travel, and overnight stays will be required. Some out of hours work will be required.
QUALIFICATIONS	
Essential	<ul style="list-style-type: none"> Graduate qualification in a relevant field of study such as engineering, project management or similar.
Desirable	<ul style="list-style-type: none"> Post-graduate qualification in business management or similar.
PRIMARY OUTCOMES	
	<p>The Authority Board's vision, direction and strategies for the delivery of housing in South Australia are underpinned by the achievement of the capital works program. This role is pivotal in ensuring this occurs by:</p> <ul style="list-style-type: none"> Recruiting and developing a cohort of project managers who are capable of innovative thinking and delivery against outcome. Implementation of best practice project management systems and structures to support executive level decision making and KPI tracking. Consideration of project outcomes and identification of where collaborative partnerships will achieve the outcomes in a cost effective and timely manner. Working with industry to support the sustainably and value of the sector. Working collaboratively with the Director Investment and Executive Director Strategy and Governance to deliver on the Authorities Strategic Asset Management Plan and the Affordable Housing strategy. Providing advice to the ED on project and program progress, risk and opportunities and options.

ROLE SPECIFIC CAPABILITIES	
	<ul style="list-style-type: none"> • Strong leadership experience, including providing direction, delegation, developing capability and establishing and leading a positive team culture. • Demonstrated experience in capital works programming and delivery of multiple projects. • Demonstrated experience in the programming and management of construction programs. • Proven strong project management capabilities including governance, financial management, risk management and control mechanisms and a successful record of performance against business objectives. • Demonstrated understanding of the capital works and construction life cycle. • Strong relationship management capability with the ability to negotiate and achieve agreements with external partner organisations and suppliers. • Highly developed contract management, negotiation and consultation experience. • Highly developed verbal and written communication skills. • Demonstrated ability to work in a politically and socially sensitive context, with experience reporting to a Board.
CORE ORGANISATIONAL COMPETENCIES – SAES LEVEL	
<p>The South Australian Executive Service (SAES) Competency Framework comprises the five core competencies with form the DNA of leadership in the public sector. The use of this competency framework enables executives to measure performance and manage succession, building executive strength and talent in public sector roles. The five core competencies and elements of the SAES framework require executives to be able to:</p>	
Competency	Elements
Shapes Strategic Thinking and Change	<ul style="list-style-type: none"> • Create vision • Inspire. • Think and act strategically • Lead and influence change. • Solve problems.
Achieve Results	<ul style="list-style-type: none"> • Achieve and deliver results. • Drive organisational effectiveness. • Exercise sound judgement. • Manage compliance with legislation. • Assume accountability. • Evaluate. • Apply technical expertise.
Drive Business Excellence	<ul style="list-style-type: none"> • Influence organisational performance. • Predict and plan for the future organisational needs. • Leads and develops people. • Build capability and expertise. • Promote a client service ethos. • Direct resources.
Forge relationships and engage others	<ul style="list-style-type: none"> • Develop and use political savvy. • Negotiate and influence. • Manage conflict. • Promote information sharing and the gathering of knowledge. • Establish and maintain strategic networks. • Communicate clearly and adapt to audience.

Exemplify Personal Drive and Professionalism

- Model the South Australian Executive Service values.
- Engage with risk and show personal courage.
- Display flexibility and resilience.
- Demonstrate self-awareness and a commitment to personal devotement.
- Promote and integrate diversity into the workplace.
- Value wellbeing for self and others.



HOW TO APPLY

Applications should be addressed to Justin Hinora. Please visit henderconsulting.com.au to apply.

For a confidential discussion, please call (08) 8100 8849.

Please Note

Your application will be automatically acknowledged by a return email.