



**MOUNT BARKER**  
DISTRICT COUNCIL

**MANAGER INFRASTRUCTURE PLANNING AND ENGINEERING**

**JOB & PERSON SPECIFICATION**

**APRIL 2026**



MOUNT BARKER  
DISTRICT COUNCIL

## Position Description

<b>POSITION TITLE:</b>	<b>MANAGER INFRASTRUCTURE PLANNING AND ENGINEERING</b>
<b>WORKPLACE AGREEMENT:</b>	COMMON LAW CONTRACT
<b>CLASSIFICATION:</b>	EMPLOYMENT AGREEMENT
<b>DEPARTMENT / TEAM:</b>	<b>INFRASTRUCTURE / INFRASTRUCTURE PLANNING &amp; ENGINEERING</b>
<b>CLEARANCES REQUIRED:</b>	POLICE CHECK / WORKING WITH CHILDREN CHECK
<b>FUNCTIONAL CAPACITY ASSESSMENT:</b>	NOT REQUIRED
<b>REPORTS TO:</b>	GENERAL MANAGER INFRASTRUCTURE
<b>DIRECT REPORTS:</b>	TRANSPORT PLANNING ENGINEER INFRASTRUCTURE ENGINEER (CIVIL/TRAFFIC) SENIOR ENGINEER SENIOR TRANSPORT PLANNER GRADUATE TRAFFIC ENGINEER

<b>POSITION OBJECTIVES:</b>	<ul style="list-style-type: none"><li>➤ Lead, develop and manage all aspects of the strategic infrastructure planning to ensure long term strategic planning for Councils civil infrastructure.</li><li>➤ Lead and manage documentation of Council engineering standards for design and construction are contemporary and achieved fitness for purpose of Councils civil infrastructure assets.</li><li>➤ Lead, develop and maintain the Councils Transport Lead Strategy and associated works programs ensuring projects are defined, scoped and estimated with an appropriate funding strategy for timely delivery.</li><li>➤ Provide engineering and infrastructure service provision advice as needed and mentor others to build competency in municipal infrastructure planning.</li><li>➤ Lead the development and maintenance of the design register and review for infrastructure designs and ensure asset levels of service, safety, sustainability and contemporary engineering standards are achieved.</li><li>➤ Facilitate traffic management and traffic engineering advisory services to all areas of Council</li></ul>
<b>KEY ROLE RESPONSIBILITIES:</b>	<ul style="list-style-type: none"><li>➤ Manage and lead the timely and effective development of infrastructure strategy (e.g., for transport, stormwater and drainage master plans) that responds to the demands in the District.</li><li>➤ Lead the engagement and response to the community in the preparation of strategic infrastructure strategies, plans and some designs.</li></ul>

	<ul style="list-style-type: none"> <li>➤ Provide internal and external customers with reliable and timely advice relating to the provision of infrastructure in accordance with Councils customer charter.</li> <li>➤ Lead the development and adoption of key infrastructure project scope, costings, funding strategy and design works, engaging internal and external stakeholders as required.</li> <li>➤ Own, maintain, coordinate implementation and update as needed the Transport Lead Strategy as per the corporate planning framework together with the related Action Plans.</li> <li>➤ Lead the development of township/catchment based Stormwater Master planning and maintain and update these corporate plans as necessary to remain contemporary and relevant.</li> <li>➤ Lead the securement of funding (grants or otherwise) for key infrastructure projects (Transport and Stormwater) to support growth.</li> <li>➤ Support the delivery of infrastructure projects, particularly in the early phases of planning and design. Lead Council's response to broader regional transport planning with various parties such as SHLGA and RDA.</li> <li>➤ Through data capture, modelling and other available technologies, monitor the impacts of growth on the local road network and coordinate intervention works with asset renewals to ensure the network is effectively managed to meet desired service levels and minimise congestion.</li> <li>➤ Undertake advocacy with State and Federal Government to advance the coordinated delivery of Councils strategic infrastructure to meet community need.</li> <li>➤ Develop policy, procedures and standards as required to guide the timing and quality of civil infrastructure delivery.</li> <li>➤ Contribute to the development of engineering standards and codes that inform the delivery of developer funded infrastructure.</li> <li>➤ As needed, contribute to the technical engineering content of Council's various corporate strategies and financial plans.</li> <li>➤ Oversee the operational traffic management needs of council and ensure accuracy and compliance with the Ministers Delegation to Council for traffic control device implementation developing and maintain systems and processes to record and implement traffic control devices.</li> <li>➤ Perform the necessary data collection, modelling and the like to enable the provision of timely and accurate technical advice to Council and other partners in regard to work the support the Transport Infrastructure Separate Rate and the Transport Deed between the Department for Infrastructure and Transport and Developers.</li> <li>➤ Provide and support the mentoring of the engineering cohort of council and develop champions from within to ensure collaboration and learning in the engineering discipline is part of the culture of council.</li> <li>➤ Support the City Development team with technical guidance and support.</li> </ul>
<p><b>KEY MANAGEMENT RESPONSIBILITIES:</b></p>	<ul style="list-style-type: none"> <li>➤ Manage contracts and contractors and contribute to the development of contract documents and ensure selection of contractors, products and services is in accordance with Council's procurement policy.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Write Council reports, other strategic reports and business cases with appropriate recommendations and data analysis.</li> <li>➤ Promote and facilitate a culture of cross collaboration and integration both within Infrastructure and across the organisation and a team based approach to problem solving.</li> <li>➤ Support Senior Management in providing resolution, information and communication regarding Elected Member requests for service and information.</li> <li>➤ Meet the performance targets specified in Council’s Strategic Plan, Lead Strategies and Annual Business Plans that are relevant to this role.</li> <li>➤ Ensure timely and responsive management and resolution of customer requests</li> <li>➤ In accordance with Council’s vision, promote Council’s image, role and service standards in the community.</li> <li>➤ Ensure the management of public safety through the implementation of “Safety in Design’</li> </ul>
<p><b>OUR VALUES &amp; BEHAVIOURS:</b></p>	<p><b>Safety Aware</b></p> <p>To ensure we come home safely everyday:</p> <ul style="list-style-type: none"> <li>➤ We create a safe workplace</li> <li>➤ We do our work safely, take responsibility for our own safety and care about the safety of others.</li> <li>➤ We will actively work toward eliminating physical or psychological harm against persons by identifying threats and vulnerabilities and implementing risk reduction strategies.</li> </ul> <p><b>Courageous</b></p> <ul style="list-style-type: none"> <li>➤ We proactively contribute ideas and solutions - there is no such thing as a bad idea.</li> <li>➤ We contribute to a supportive 'no blame' environment where mistakes are seen as an opportunity to learn and develop capability.</li> <li>➤ We are willing to step into the unknown and take (considered) risks.</li> <li>➤ We will celebrate and share examples of innovative thinking.</li> </ul> <p><b>Accountable</b></p> <ul style="list-style-type: none"> <li>➤ We take responsibility, accept the consequences of our actions and actively seek a positive outcome.</li> <li>➤ We are prepared to make difficult / unpopular decisions and own them.</li> <li>➤ We recognise that we are all different in the way we react to situations or interact with each other.</li> <li>➤ We understand 'why' we are here - every interaction is linked to positive community outcomes.</li> </ul> <p><b>Collaborative</b></p> <ul style="list-style-type: none"> <li>➤ We act as ambassadors for our respective teams at meetings, turning our mobile phones to silent and ensuring we are well prepared.</li> <li>➤ We listen to, respect and value the diversity of ideas and opinions.</li> <li>➤ We provide honest, constructive and respectful feedback to one another in a timely manner.</li> <li>➤ We are visible throughout the organisation and 'get out of the workspace'.</li> </ul>

	<p><b>Authentic</b></p> <ul style="list-style-type: none"> <li>➤ We do what we say we will do.</li> <li>➤ We communicate clearly, respectfully and honestly.</li> <li>➤ We know when to encourage others to step up and make decisions.</li> <li>➤ We contribute to a positive work environment through sharing success stories, key learnings and supporting each other.</li> </ul>
<p><b>WORK HEALTH &amp; SAFETY RESPONSIBILITIES</b></p>	<ul style="list-style-type: none"> <li>➤ Ensure full compliance with Council's Safety and Rehabilitation Policies, Procedures and Instructions, specifically taking action on all points of the employee's responsibility as outlined in Council's WHS and Return to Work Policy.</li> <li>➤ Ensure full compliance with responsibilities under the WHS Act 2012, the WHS Regulations 2012 and other relevant legislation, in particular: <ul style="list-style-type: none"> <li>○ Consultation with staff in regards to the work environment and safe systems of work,</li> <li>○ Hazard Identification and risk assessment to minimise and control risk,</li> <li>○ Information, instruction, training and induction is provided to all employees, contractors, volunteers and work experience personnel, and</li> <li>○ Suitable and adequate supervision is provided by a competent person.</li> </ul> </li> <li>➤ Ensure that you are not, by consumption of alcohol or drugs, in such a state as to endanger your own safety at work or the safety of any other person.</li> <li>➤ Ensure personal adherence to Council's WHS Policies, Safety Work Procedures, Safe Operating Procedures and Safety Instructions.</li> </ul>
<p><b>GENERAL RESPONSIBILITIES</b></p>	<ul style="list-style-type: none"> <li>➤ To comply with Council's Code of Conduct for Employees and all other policies and procedures as varied from time to time.</li> <li>➤ To manage all Corporate Records in accordance with required policies and procedures.</li> <li>➤ Within the scope of this position, manage all risks within the workplace as defined by Council's Enterprise Risk Management Policy.</li> <li>➤ Responsible for purchasing goods and services in accordance with purchasing guidelines and delegated financial limits.</li> <li>➤ Application of relevant strategies in Mount Barker Community Plan as they pertain to the role</li> <li>➤ To stay up to date and knowledgeable of the objectives and strategies contained within Mount Barker Community Plan</li> </ul>
<p><b>REQUIRED SKILLS &amp; KNOWLEDGE</b></p>	<ul style="list-style-type: none"> <li>➤ Exceptional written and verbal communication, interpersonal, negotiation and conflict resolution skills with a track record of building trusted relationships and working collaboratively with internal teams, business partners, and key stakeholders to ensure alignment. Extensive civil and traffic engineering knowledge and experience.</li> <li>➤ Proven infrastructure planning and programming skills in the municipal context.</li> <li>➤ Comprehensive critical analysis and problem solving aptitude.</li> <li>➤ Ability to negotiate, liaise, communicate and coordinate with a range of audiences and stakeholders.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Exceptional organisational, project and contract management skills.</li> <li>➤ A commitment to customer service and the ability to collaborate across teams, listen respectfully, take in a number of inputs and reach consensus.</li> <li>➤ Demonstrated commitment to embedding safety and sustainability principles in engineering design and delivery, including knowledge of SFAIRP and WHS best practices, and the ability to model and promote safety leadership behaviours.</li> <li>➤ Proven ability to initiate and strategically analyse problems and formulate appropriate management solutions.</li> <li>➤ Ability to be self-directed and self-motivated and to work independently.</li> <li>➤ Proven project costing, financial and budget management skills.</li> <li>➤ In-depth knowledge of relevant Engineering Standards, Guidelines and Codes of Practice and their application.</li> <li>➤ In-depth knowledge of the principles of infrastructure planning and design development in the context of infrastructure and civil engineering.</li> </ul>
<p><b>REQUIRED EXPERIENCE &amp; QUALIFICATIONS</b></p>	<ul style="list-style-type: none"> <li>➤ Experience in leading, developing, and managing high-performing engineering teams inclusive of effective recruitment, performance management and fostering a culture of collaboration, safety, and continuous improvement</li> <li>➤ Significant experience in financial management including project costing, long term investment plans, and in initiating project business cases and charters.</li> <li>➤ Bachelors of Engineering (Civil).</li> <li>➤ Sound knowledge of traffic engineering and traffic management</li> <li>➤ Extensive knowledge of the principles of road safety and desirably is qualified as a Road Safety Auditor</li> <li>➤ Eligible for Membership of Engineers Australia and committed to ongoing professional development.</li> </ul>
<p><b>SPECIAL CONDITIONS</b></p>	<ul style="list-style-type: none"> <li>➤ Expected to attend relevant committees, informal strategy meetings and Council meetings</li> <li>➤ Required to hold a current Class C South Australian drivers' licence.</li> </ul>



## HOW TO APPLY

Applications including a cover letter and CV should be addressed to Andrew Reed and Justin Hinora. Please visit [henderconsulting.com.au](http://henderconsulting.com.au) to apply.

For a confidential discussion, please call (08) 8100 8827.

### **Please Note**

Your application will be automatically acknowledged by a return email.