

## DIRECTOR CLEAN COAL VICTORIA

The purpose of the role of the Director, Clean Coal Victoria is to progress the development of strategic plans for the sustainable development of Victoria's coal resources and associated infrastructure and facilitating coal development projects by working closely with the Clean Coal Victoria Advisory Committee, project proponents and senior representatives of other DSDBI branches and government agencies.

### Are you?

Seeking an opportunity to learn, grow and achieve?

Looking for a challenge and variety?

Enthusiastic and have an achievement focus?

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## POSITION DETAILS

Title:	<b>Director Clean Coal Victoria</b>
Classification:	Principal Scientist
Division/Branch:	Energy and Earth Resources / Earth Resources Development
Work Location:	55 Grey Street, Traralgon
Position Number:	DSDBI019459
Tenure:	Fixed Term – 12 months
Employment Type:	Full Time
Salary Range:	\$139,527 - \$156,271 pa
Further information:	Anthony Hurst
Phone:	(03) 9027 4470
Position reports to:	Executive Director, Earth Resources Development

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## Work Environment

The Department of State Development, Business and Innovation (DSDBI) is the Victorian Government's lead agency for the promotion and facilitation of the State's economic development.

DSDBI supports the Government's pro-business policies and programs and the development of innovative industries. Our vision is to work with business and the community to boost productivity, exports, investment and jobs.

The department has 12 divisions including: the Chief Operating Officer; Corporate, Planning and Compliance; Energy and Earth Resources; Innovation, Services, Small Business and Technology; Major Projects; Office of State Development; Policy; the Red Tape Commissioner; Regional Development Victoria; Tourism and Airline Services; Trade, Manufacturing, Aviation and Employment; and the Victorian Small Business Commissioner.

DSDBI employees are located throughout the Melbourne CBD, metropolitan Melbourne, regional Victoria and international offices worldwide.

Additional information about Department of State Development, Business and Innovation can be obtained by visiting our website at [www.dsdbi.vic.gov.au](http://www.dsdbi.vic.gov.au)

## Organisational Values

The Department has embraced the following organisational values which are outlined in the *Public Administration Act 2004*:

**Accountability; Impartiality; Integrity; Leadership; Respect; and Responsiveness.**

## The Energy and Earth Resources Division

The Energy and Earth Resources Division is responsible for policy development, legislative and regulatory reform, investment facilitation and the implementation of key government initiatives relating to the energy and earth resources industries, including the CarbonNet Project, Energy Technology Innovation Strategy and the Smart Meter Program.

The Earth Resources Development (ERD) Branch contributes to Victoria's economic prosperity through the sustainable development of Victoria's mineral, petroleum, extractive, geothermal and carbon capture and storage industries. ERD achieves this through targeted business development and promotion, the facilitation of earth resource projects, the acquisition and interpretation of geoscience knowledge and identifying and addressing barriers to investment.

### Key Accountabilities

1. Work closely with the Clean Coal Victoria Advisory Committee to review the Clean Coal Victoria function in response to government priorities and initiatives relevant to coal.
2. Provide strategic leadership for the long term development of the state's coal resources, in close association with relevant government agencies, industry and community leaders.
3. Provide strategic analysis and advice on the value of Victoria's coal assets and utilisation of coal for specific industries and the potential economic development of the state's coal resources.
4. Formulate strategies to manage and monitor interactions between coal mining and cultural and natural resources to inform decisions by regulators
5. Identify and monitor global developments in the use of coal resources with potential relevance to Victoria
6. Facilitate the development of coal projects.
7. Develop effective working relationships with industry stakeholders and community leaders to promote an understanding of the state's long term coal resources plan and future development opportunities, and be the focal point for managing the government engagement with local communities on coal and related issues.
8. Provide advice on the collection and communication of the state's data on coal resources.
9. Ensure that robust corporate governance and management are integral to the operation of Clean Coal Victoria and its advisory body.

### Key Selection Criteria

1. Sound understanding of the major commercial drivers for coal mining, coal mining methods, interactions between coal mining and other land uses and natural resources, and community expectations for mining.
2. Leadership in senior management roles, ability to lead, implement and deliver critical work programs and contribute to the senior management group.
3. Applies sensitive, complex analytical, planning and strategic thinking skills, thought leadership applied to regional mining, environment rehabilitation and geoscience issues.

4. Clear communication skills enabling the ability to present technical and complex concepts to influence outcomes convincingly. Negotiate and gain commitment; ability to prepare articles, papers and reports on complex social, economic and technical issues for industry and the executive of DSDBI and other departments.
5. Ability to build networks, able to gain agreement to proposals and ideas, build support to ensure buy-in and ownership, forge useful partnerships and engage meaningfully with the community, industry leaders, experts and government organisations.
6. Ability to provide advice on major policies, issues and regulatory frameworks relating to the minerals industries and coal sector.
7. A degree in mining, engineering, geology, business, economics, commerce, finance, management, marketing or law is mandatory.

### Desired Qualifications / Experience

- Post graduate qualifications are desirable.

### Other Relevant Information

#### What we offer you

Working with DSDBI presents a wide variety of challenges and opportunities, with an extensive range of personal and professional development programs designed to develop our people and their careers. Working closely with industry, business and the community enables you to make a difference to the economic prospects of all Victorians. Some of the benefits that we offer you include:

#### Health and Wellbeing

At DSDBI, we have one of the most progressive health and wellbeing programs in the Victorian Public Service. We recognise that our people are critical to our ability to deliver business outcomes, and we understand that a holistic approach is required in engaging, satisfying and retaining our people. We provide an extensive health and wellbeing program that includes access to a free comprehensive and confidential health assessment, a range of health seminars, expos and events, fitness programs, lunchtime walking groups, professional nutrition and health advice, access to a subsidised gymnasium, flu vaccinations, and an employee assistance program – just to name a few!

#### Diversity @ DSDBI

At DSDBI, 'diversity' includes all the ways in which our people differ, and the valuable dividend that all of these differences bring to our department. We believe that the strength of our organisation is in the innovation and the diversity of our people. Our broad diversity program enables us to more successfully attract, recruit, retain and develop a diverse workforce; fostering greater innovation, greater customer connection, increased wellbeing and satisfaction, and the ability to attract and retain talented people during times of economic change.

#### Learning and Development

We want you to grow, develop and learn with us. DSDBI provides you with access to a range of internal and external learning and development programs to support your performance in your role and further your career aspirations. DSDBI also supports relevant study via negotiated financial assistance and leave provisions for approved courses. Our Performance and Development Plan aims to support and encourage employees in achieving work and career objectives through clearly defined roles, development opportunities and performance targets.

**Balancing Work and Life**

We understand that life balance is an important part of our employees' lives. That's why we have developed and implemented a wide range of flexible work/life balance options such as working from home, flexible working hours and generous leave provisions including the 44/52 model of employment.

**Terms and Conditions**

DSDBI employees have generous terms and conditions which are outlined in an enterprise agreement the Victorian Public Service Workplace Determination 2012. These terms and conditions apply across the VPS.

**Privacy Notification**

DSDBI affirms that the collection and handling of applications and personal information will be consistent with the requirements of the *Information Privacy Act 2000*.

**How to Apply**

Applications including a resume and statement addressing the key selection criteria outlined in the position description are to be submitted online by visiting the following websites: **[www.careers.vic.gov.au](http://www.careers.vic.gov.au)**, **VPS Careers Hub**, and **[www.seek.com.au](http://www.seek.com.au)**. Your resume and statement addressing the key selection criteria will need to be attached as a Microsoft Office Word document. Applications not addressing the Key Selection Criteria may not be considered.

**Please Note:**

The Department of State Development, Business and Innovation is committed to diversity and equal employment opportunity.

Aboriginal and Torres Strait Islander people are encouraged to apply for this role.

The Department also offers reasonable adjustments for applicants with disabilities on request.

Successful candidates will be required to comply with the 100 point Proof of Identity Check prior to commencing employment with the Department.

If you experience any difficulty lodging your application on line, please contact: **[recruitment@dssdbi.vic.gov.au](mailto:recruitment@dssdbi.vic.gov.au)**, where your enquiry will be handled by one of the Recruitment Team.