

Position Title	Senior Urban Designer
Department	City Future
Unit	City Plan & Transformation
Team	Major Projects
Supervises	Nil
Reports To	Team Leader Major Projects
Grade Range	H
Date Prepared	19/03/2019
Date Last Updated	20/03/2025

Our Vision & Values: A leading organisation that collaborates & innovates



We are committed
to **safety**



We work as
one **team**



We act with
integrity



We care about
our **customers**



We **continuously**
improve

Primary purpose of position

The Senior Urban Designer is a key position in the City Plan and Transformation Unit within City Future Directorate of Canterbury Bankstown Council. The Units purpose is to “create high quality (sustainable, innovative, attractive, functional) public spaces, streets and facilities that are transformational for the community.

The Senior Urban Designer plays a key role within in the City City Plan and Transformation Unit. The successful applicant will inspire others to value design excellence, place making and liveability. You will embrace Council’s mission to collaborate and innovate to become a leading organisation and will build a constructive culture and live the values of the organisation through decisions and exemplary behavior.

You will will lead, design and deliver city shaping projects and contribute to strategic plans delivered by the Unit to achieve a sustainable and liveable CBCity over the next 25 years. You will work collaboratively with the community and within Council to connect, create and celebrate our people, places and partnerships.

Accountabilities

- Inspire others to value design excellence, place making and liveability;
- Lead, design and manage urban design and public domain projects;
- Undertake needs analysis, prepare internal project briefs defining quality, scope, budget and program for each project;
- Prepare consultant briefs, procure and manage external consultants for key projects;
- Provide urban design input and advice during the construction of key Council projects;
- Lead place specific masterplans;
- Assist the Unit in delivery of strategic plans;
- Visually communicate and test ideas using information technology and freehand skills;
- Undertake engagement and communication with the community.
- Provide specialist urban design input across Council as required;
- Represent Council’s interests in dealings with State and Federal Government Agencies and other Authorities;

- Work independently and as part of a team to support the City Plan and Transformation Unit;
- Self-assess work to ensure output of work is timely, accurate, on budget and of a high standard;
- Promote public knowledge of urban design and keep up to date with industry trends to make recommendations on design initiatives for Council;
- Achieve a high level of customer service and community satisfaction;
- Ensure all design activities conform to Canterbury Bankstown Council quality management systems and relevant policies
- Attend after hours events, meetings as required;
- Undertake other duties as required.

Position capabilities and level

Below is the full list of capabilities and the level required for this position. The capabilities in bold are the focus capabilities for this position. Refer to the next section for further information about the focus capabilities.

Capability Profile – Senior Technical/ Professional Specialist

Capability Group	Capability Name	Level
 Personal Character	Lead Self	Advanced
	Display Resilience	Adept
	Act with Integrity	Advanced
	Safety and Accountability	Advanced
 Relationships	Communicate and Engage	Adept
	Customer and Community Focus	Adept
	Work Collaboratively	Advanced
	Influence and Negotiate	Adept
 Results	Plan and Prioritise	Advanced
	Think and Solve Problems	Adept
	Innovate and Improve	Advanced
	Deliver Results	Advanced
 Resources	Finance	Adept
	Assets and Tools	Adept
	Technology and Information	Adept
	Procurement and Contracts	Adept
 People Leadership	Manage and Develop People	N/A
	Inspire Direction and Purpose	N/A
	Optimise Workforce Contribution	N/A
	Lead and Manage Change	N/A

Focus Capabilities

The focus capabilities for the position are those judged to be most important at the time of recruiting to the position. That is, the ones that must be met at least satisfactory level for a candidate to be suitable for appointment.

CBCity Capability Framework - Focus Capabilities

Group & Capability	Level	Behavioural Indicators
Personal Character		
Act with Integrity	Advanced	<ul style="list-style-type: none"> • Models ethical behaviour and reinforces it in others • Represents the organisation in an honest, ethical and professional way and sets an example for others to follow • Promotes integrity, courage and professionalism inside and outside the organisation • Monitors ethical practices, standards and systems and reinforces their use • Proactively addresses ethical and people issues before they magnify
Relationships		
Work Collaboratively	Advanced	<ul style="list-style-type: none"> • Builds a culture of respect and understanding across the organisation • Facilitates collaboration across units and recognises outcomes resulting from effective collaboration between teams • Builds co-operation and overcomes barriers to sharing across the organisation • Facilitates opportunities to develop joint solutions with stakeholders across the region and sector • Models inclusiveness and respect for diversity in people, experiences and backgrounds
Results		
Innovate and Improve	Advanced	<ul style="list-style-type: none"> • Encourages independent thinking and new ideas from others • Draws on developments and trends in the industry and beyond to develop solutions • Supports experimentation and rapid prototyping to test and refine innovative solutions • Develops/champions innovative solutions with long standing, organisation-wide impact

		<ul style="list-style-type: none"> • Explores creative alternatives to improve management systems, processes and practices • Contributes own knowledge and experience to staff training and development sessions
Resources		
Procurement and Contracts	Adept	<ul style="list-style-type: none"> • Prepares documents that clearly set out business requirements, deliverables and expectations of suppliers • Delivers open, transparent, competitive and effective procurement processes • Manages relationships with suppliers and contractors to ensure expectations are clear and business needs are met • Takes appropriate actions to manage and mitigate procurement and contract management risks

* Focus Capabilities are those judged to be the most important at the time of recruiting to the position. The mix of “focus” capabilities can change over time, reflecting changing work priorities and current team strengths.

Delegations

Decisions associated with this position are to be made in accordance with the Delegations of Authority (Policy186) approved by the General Manager.

Code of Conduct

All staff are required to adhere to the Code of Conduct (CP25).

Work Health & Safety

All staff are required to adhere to Council’s WHS&E Responsibilities and Authorities document (REF229) and associated policies and procedures.

Records Management

All staff are required to comply with Council’s Records and Information Management policies, procedures and guidelines.

Qualifications and Experience

Essential Qualifications

- Tertiary Qualifications in Urban Design, Architecture, Landscape Architecture, Urban Planning, or recognised equal in related design field;

Essential Experience

- Minimum 8 years post-graduate experience in Urban Design, including in a senior position (or similar senior position such as senior architect or senior landscape architect);
- Experience or demonstrated skills in all stages of public domain planning, urban renewal and city building, with exposure to infrastructure improvement projects;
- Experience in design management procuring and managing an urban design or architectural consultant team to deliver high quality public domain and architectural projects.
- Proficiency in Adobe Creative Suite, AutoCAD, SketchUp (or similar) and Microsoft Office;
- Demonstrated high quality written, graphic and verbal communication skills;
- Working knowledge of current trends and opportunities for urban design and more broadly sustainable design;
- Experience in working within multi-discipline teams including Architects, Landscape Architects, Artists, Engineers, Contract Managers, Quantity Surveyors, etc.;
- Display interpersonal skills in negotiation, advocacy, consultation skills, and strong customer service focus;
- Eligibility for registration with AIA, AILA, PIA or equal professional peak organisation.

Desirable Qualifications and or Experience

- Experience in Local or State Governments
- Qualifications in project management
- Experience with community engagement
- Understanding of heritage conservation
- Experience or interest in active transport and innovative street design

HUMAN RESOURCES USE (SELECT YES OR NO)	YES	NO
Does this position fall under the definition of child related employment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Does this position require incumbent to undergo criminal reference check?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Does this position require incumbent to demonstrate good driving	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Licence class required: C Class Drivers Licence



Will incumbent need to make disclosure of pecuniary interest?



Could there be a conflict of interest with secondary employment?

