

Position Title	Team Leader Landscape – Public Domain
Department	City Future
Unit	City Plan & Transformation
Team	Landscape - Public Domain
Supervises	3
Reports To	Manager City Plan and Transformation
Grade	K
Date Prepared	13/12/2024
Date Last Updated	18/03/2025

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

This role is responsible for providing effective leadership to the Landscape Architecture Team and manage design and development key landscape masterplans, open space, playground, natural area design, shade structure/ building and amenity projects. Further, the position is required to provide senior landscape architectural and design advice for Council and be responsible for the development of Capital Works Projects to achieve the sustainable development of the City.






Accountabilities

- Managing projects relating to Council's town centre, public domain and parkland projects, in order to deliver Council's strategic and financial objectives.
- Provide leadership and direction in the development of Council's major landscape projects.
- Develop and motivate a team to deliver efficient and effective management of Council's open space projects and in doing so protect Council's interests.
- Initiation, design and project management of capital works for the natural open space and built environments so as to achieve the sustainable development of the city.
- Establish mechanisms for effective liaison with other internal departments of Council to deliver projects on time and to budget.
- Provide senior landscape architectural and design advice to Council.
- Coordination of the Liveable Centres Program
- Coordination of projects, including stakeholder and community consultation
- Undertake planning, budgeting, scheduling, work programs and pre-planning for major projects.
- Prepare presentations and reports to the Executive Leadership Team and to Councillors.
- Managing change in an organisational context, that may affect the team or unit.
- Other duties as required by the Manager City Plan and Transformation.

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 – People Leader Profile 1

Capability Group	Capability Name	Level
 Personal Character	Lead Self	Advanced
	Display Resilience	Advanced
	Act with Integrity	Advanced
	Safety and Accountability	Advanced
 Relationships	Communicate and Engage	Advanced
	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	Advanced
	Inspire Direction and Purpose	Advanced
	Optimise Workforce Contribution	Adept
	Lead and Manage Change	Adept

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		
Lead Self	Advanced	<ul style="list-style-type: none"> • Demonstrates motivation to serve the community and organisation • Initiates team activity on organisation/unit projects, issues and opportunities • Seeks and accepts challenging assignments and other development opportunities • Seeks feedback broadly and asks others for help with own development areas • Translates negative feedback into an opportunity to improve
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 • Models inclusiveness and respect for diversity in people, experiences and backgrounds
Results		
Deliver Results	Advanced	<ul style="list-style-type: none"> • Sets high standards and challenging goals for self and others • Delegates responsibility appropriately and provides support • Defines what success looks like in measurable terms • Uses own professional knowledge and the expertise of others to drive results • Implements and oversees quality assurance practices

Resources		
Technology and Information	Adept	<ul style="list-style-type: none"> • Selects appropriate technologies for projects and tasks • Identifies ways to leverage the value of technology to achieve outcomes • Ensures team understands their obligations to use technology appropriately • Ensures team understands obligations to comply with records, information and knowledge management requirements
People Leadership		
Manage and Develop People	Advanced	<ul style="list-style-type: none"> • Knows the individual strengths, weaknesses, goals and concerns of members of the team • Fosters high performance through effective conversations and feedback and by providing stretch opportunities • Identifies and develops talent across the organisation • Coaches and mentors staff to foster professional development and continuous • Implements performance development frameworks to align capability with the organisation's current and future priorities • Resolves team and individual performance issues, including serious unsatisfactory performance, in a timely and effective way

* 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 Chief Executive Officer.

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

- Degree in Landscape Architecture or recognised equal in related design
- Class C Drivers Licence
- White card
- Registered or eligible for registration with Australian Institute of Landscape Architects (AILA).

Essential Experience

- At least 3 to 5 years' experience in a similar role.
- Demonstrated ability to undertake the functions and responsibilities identified in this role.
- Demonstrated extensive experience in the design and deliver of capital works projects to improve the natural, open space and built environments.
- Demonstrated capital works project management experience ranging from project conception through to site investigation, brief preparation, design development and documentation, supervision of consultants and contractors, preparation and implementation of maintenance programs and reporting contract development, management and acquittal.
- Experience or demonstrated skills in all stages of open space planning, urban renewal or environmental improvement projects, with a working knowledge of current trends and opportunities for sustainable design and knowledge of construction techniques.
- Understanding of construction issues, terminology, materials and methods.
- High level skills and experience in design and documentation, working knowledge of AUTOCAD, adobe suite, GIS programs and database systems.
- Experience in the operation of relevant computer software applications including Word, Excel and property related applications and databases.
- Excellent written and verbal communication skills.
- Excellent investigative and analytical skills.
- Effective complaints-handling skills and experience.
- Ability to think clearly, logically and analytically.
- Ability to manage resources, staff and time.
- Demonstrated leadership experience.

Desirable Qualifications and or Experience

- Post graduate qualifications in Landscape Architecture.
- Sound ecological understanding of vegetation communities, threatened species and biodiversity issues of the Canterbury-Bankstown area and wider Sydney basin.
- Understanding of WHS Legislation and practical application where related to construction sites.
- Knowledge and understanding of Canterbury-Bankstown social and cultural environmental and issue.
- Eligibility for professional membership of Australian Institute of Landscape Architects (AILA) or equal.

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 Licence class required: C Class Drivers Licence	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Will incumbent need to make disclosure of pecuniary interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Could there be a conflict of interest with secondary employment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>