

Position Title	Senior Urban Designer
Department	Planning
Unit	City Strategy and Design
Team	Urban Design
Supervises	Nil
Reports To	Team Leader Urban Design
Grade Range	H
Date Prepared	20/05/2019
Date Last Updated	17/03/2026

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 City Strategy and Design Unit delivers a complex and strategically significant portfolio of work, including major place-based master planning, design excellence initiatives, planning proposal assessments, and the preparation and modernisation of Council's planning instruments.

The Senior Urban Designer is a senior technical role within the Urban Design Team, delivering high-quality urban design advice and design-led project outcomes across a range of strategic, statutory and place-based initiatives. The role contributes specialist expertise to multidisciplinary projects and supports Council's planning and city-shaping priorities through strong design thinking, technical capability and collaborative delivery.

Working with a high degree of professional judgement, the Senior Urban Designer provides expert urban design input, supports design excellence initiatives and contributes to improved placemaking outcomes, while mentoring less experienced practitioners and supporting the broader objectives of the City Strategy and Design Unit.

The role contributes to strengthening design capability within the Urban Design Team and across multidisciplinary projects, supports improved community outcomes, and applies high-quality, sustainable and people-centred design principles to help shape the city's growth.

Accountabilities

- Deliver high-quality senior technical urban design advice across strategic, statutory and place-based initiatives, contributing to design-led planning and city-shaping outcomes.
- Prepare and deliver place-based master plans, spatial frameworks, urban design studies and public domain strategies that inform Council's strategic planning and development outcomes.
- Provide senior urban design advice on planning proposals, precinct planning, State Significant Developments and Council-led projects, ensuring alignment with Council's design objectives and policies.

- Prepare, review and implement built-form controls, design guidelines and development control provisions to support Council's planning instruments, including LEPs and DCPs.
- Assess development applications and planning proposals, prepare urban design referrals and contribute expert advice, including appearing as an expert witness in the Land and Environment Court when required.
- Project manage Council-initiated urban design projects, including preparing project briefs, programs and technical documentation and managing external consultants to deliver quality outcomes on time and within budget.
- Produce high-quality urban design documentation, mapping, graphics and visual material, including 3D modelling and scenario testing to support analysis, communication and negotiation.
- Support Design Review Panel processes by providing technical advice, attending meetings as required and responding to panel recommendations through planning assessments.
- Collaborate with planners, designers and other internal stakeholders to deliver integrated, multidisciplinary project outcomes.
- Engage with key external stakeholders, government agencies and the community to advocate for Council's urban design priorities and support informed decision-making.
- Mentor and coach less experienced team members to support skill development, technical capability and design quality across the Urban Design Team.
- Monitor contemporary urban design trends, tools and best practice and contribute recommendations to improve Council's design outcomes.
- Ensure all work complies with Council's quality management systems, governance requirements, policies and professional standards.
- Work independently and collaboratively as part of the Urban Design Team to support the objectives of the City Strategy and Design Unit.
- Attend after-hours meetings and events as required and undertake other duties consistent with the responsibilities and classification of the position.

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

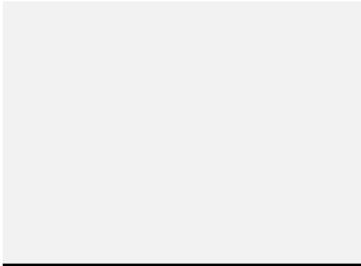
The focus capabilities for the position are those judged to be most important at the time of recruiting to the position. That is, the ones that must be met at least satisfactory level for a candidate to be suitable for appointment.

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
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

		<ul style="list-style-type: none"> • 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		
Plan and Prioritise	Advanced	<ul style="list-style-type: none"> • Ensures business plans and priorities are in line with organisational objectives • Uses historical context to inform business plans and mitigate risks • Anticipates and assesses shifts in the environment and ensures contingency plans are in place • Ensures that program risks are managed and strategies are in place to respond to variance • Implements systems for monitoring and evaluating effective program and project management
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
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 • Explores creative alternatives to improve management systems, processes and practices

		<ul style="list-style-type: none"> • Contributes own knowledge and experience to staff training and development sessions
Think and Solve Problems	Adept	<ul style="list-style-type: none"> • Draws on numerous sources of information, including past experience, when facing new problems • Demonstrates an understanding of how individual issues relate to larger systems • Makes appropriate recommendations based on synthesis and analysis of complex numerical data and written reports • Uses rigorous logic and a variety of problem solving methods to develop workable solutions • Anticipates, identifies and addresses risks and issues with practical solutions • Leads cross team/unit efforts to resolve common issues or barriers to effectiveness
Relationships		
Communicate and Engage	Adept	<ul style="list-style-type: none"> • Tailors content, pitch and style of communication to the needs and level of understanding of the audience • Clearly explains complex concepts and technical information • Adjusts style and approach flexibly for different audiences • Actively listens and encourages others to provide input • Writes fluently and persuasively in a range of styles and formats
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
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 or Urbanism, or a related discipline such as Architecture, Landscape Architecture or Urban Planning.

Essential Experience

- Minimum 6 years post-graduate experience in urban design or a related discipline, including experience operating at a senior professional level.
- Strong understanding of the NSW planning system, including LEPs, DCPs and development assessment processes.
- Demonstrated experience across all stages of placemaking, urban renewal and built-form design.
- Proven capability in preparing master plans, design guidelines, built form controls and urban design policies.
- Experience assessing development applications and planning proposals and contributing expert advice, including Court matters where required.
- Strong stakeholder engagement, negotiation and collaboration skills.
- High-quality verbal, written and graphic communication skills including use of Microsoft Office, Adobe Suite, CAD, and 3d digital modelling (i.e. Giraffe, SketchUp).

Desirable Qualifications and or Experience

- Experience in Local or State Governments
- Experience or qualifications in project management
- Experience in local or state government.
- Experience with Design Review Panels.
- Experience or qualifications in project management.
- Experience with community engagement.
- Understanding of heritage conservation and sustainable urban design.
- Proficiency in relevant design and spatial software.

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 type="checkbox"/>	<input checked="" type="checkbox"/>
Will incumbent need to make disclosure of pecuniary interest?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Could there be a conflict of interest with secondary employment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>