

ROLE DESCRIPTION

ROLE TITLE: Manager, Economic Strategy
CLASSIFICATION: ASO8
ROLE NUMBER: P40791

AGENCY: [Department of the Premier and Cabinet](#)
DIVISION: Economic and Infrastructure
BUSINESS UNIT: Economic, Environment and Infrastructure Policy Division

REPORTS TO: Director Economic and Environmental Policy

ROLES REPORTING TO THIS ROLE: Senior Policy Officer, Policy Officer

BUDGET: N/A

ROLE PURPOSE:

The Manager Economic Strategy is responsible for managing the development and provision of policy analysis and advice and delivery of projects on issues of interest to the Premier and/or Cabinet.

KEY OUTCOMES OF ROLE:

1. Lead and co-ordinate the development of high-quality proposals, policy papers, submissions, briefs and notes on major and complex policy issues, ensuring strategic alignment and timely delivery.
2. Negotiate effectively to resolve complex issues and differences between agencies, achieving timely and sustainable outcomes, maintaining positive inter-agency relationships, reducing escalation of disputes, and securing agreement on key matters as evidenced by endorsed decisions, documented resolutions, and stakeholder feedback.
3. Work proactively with agencies to support the development of high-quality proposals and the delivery of the government's agenda, ensuring timely input and coordination, achieving strong stakeholder engagement, improving proposal quality as reflected in endorsement rates, and contributing to successful implementation of agreed initiatives.
4. Representing the Department on intra- and inter-agency committees and working parties, providing strategic input and expert advice, influencing outcomes aligned with Government priorities,
5. Ensuring consistent and effective communication of departmental positions, and contributing to agreed actions and decisions as reflected in meeting outcomes, stakeholder feedback, and implementation progress.
6. Manage projects and programs of work as assigned, ensuring delivery within agreed timeframes, scope and resource parameters while maintaining high standards of quality and governance.
7. Effectively mitigating risks, and achieving intended outcomes as evidenced by milestone completion, stakeholder satisfaction, and successful implementation of deliverables.
8. Contribute to the leadership of the Policy and Engagement Group as an effective and high performing division.

KEY RELATIONSHIPS / INTERACTIONS:

- Line manager, executives and staff across the Department of the Premier and Cabinet.
- Colleagues and officials across government, including Ministerial offices and other jurisdictions..

SPECIAL CONDITIONS:

- Applicants will be required to undergo the appropriate and relevant Employment Screening Assessment(s) required for this role in line with the DPC Employment Screening Policy.
- This role requires (please select those relevant for the role):
 - ☒ Nationally Coordinated Criminal History Checks (NCCHC) (required for all roles)
 - ☐ Working with Children Check
 - ☐ Security Clearance (including Baseline, Negative Vetting Level 1, Negative Vetting Level 2, Positive Vetting)
- The Incumbent will be required to participate in the department's Performance Management Program.
- The Incumbent may be assigned to another position at this remuneration level or equivalent.
- Out-of-hours work, interstate travel and overnight absences may be required.

KEY SELECTION CRITERIA:

- *Relevant tertiary qualification or significant equivalent experience.*
- *Demonstrate substantial experience in shaping strategic thinking and providing strategic advice, supported by advanced analytical and problem-solving skills, including the ability to assess complex issues, identify risks and opportunities, and develop evidence-based solutions to inform decision-making.*
- *Demonstrated significant track record in achieving results in a fast-paced environment and dynamic environment, demonstrating strong teamwork, and consistent delivery of high-quality outcomes.*
- *Strong interpersonal skills, including proven ability to consult, liaise, influence, negotiate and develop a network of strategic alliances.*
- *Demonstrated high level of personal drive, professionalism and leadership capability, including the ability to manage highly sensitive issues with tact, discretion and strict confidentiality.*
- *Demonstrated superior written and oral communication skills, including the ability to convey complex concepts succinctly and clearly and to be able to successfully negotiate effective outcomes.*
- *Demonstrated high level political acumen, with a strong understanding of government priorities, processes and accountabilities, including an understanding of Cabinet processes.*

PURPOSE

- Making a difference so South Australia thrives

VISION

- The Heart of government

DPC VALUES

- Curious
- Courageous
- Connected



SOUTH AUSTRALIAN PUBLIC SECTOR VALUES

- Trust
- Service
- Professionalism
- Respect
- Collaboration and Engagement
- Honesty and Integrity
- Courage and Tenacity
- Sustainability

CORPORATE RESPONSIBILITIES

Incumbents are responsible for:

- Keeping accurate and complete records of business activities in accordance with the *State Records Act 1997*.
- Maintaining a commitment to the [Public Sector Act 2009](#), [The Code of Ethics for the South Australian Public Sector](#), and the legislative requirements of the *Public Sector Act 2009* and [Work Health and Safety Act 2012](#).
- Creating and maintaining a diverse, accessible, inclusive and culturally safe workplace to enable us to reflect our community.
- At all times acting in a manner that is non-threatening, courteous, respectful, and consistent with DPC's accreditation as a White Ribbon workplace.
- Demonstrating a genuine commitment to Reconciliation, and the achievement of Reconciliation Action Plan outcomes.

CORE COMPETENCIES & ASSOCIATED BEHAVIOURS EXPECTED AT THIS CLASSIFICATION

Develops Strategic Thinking

- ☒ Demonstrates big-picture thinking to develop and maintain strategic direction
- ☒ Inspires and influences others towards achieving organisational goals and business objectives
- ☐ Develops and oversees the implementation of change initiatives in a sometimes uncertain environment
- ☒ Anticipates and identifies problem areas. Rapidly defines, objectively analyses and solves highly complex ambiguous problems
- ☒ Understands the organisations objectives and links between the business unit, the organisation, the whole of government policy agenda and public service values

Achieves Results

- ☐ Builds a high performing team that makes effective use of individual/team capabilities & drives effective outcomes
- ☒ Looks outside of organisational silos to identify resources and uses evidence, knowledge and experience to deliver the best results
- ☐ Adheres to, interprets and explains Public Sector legislation, regulations and policies and manages compliance across all areas of the Business Unit
- ☒ Manages own & others project performance & takes action to improve the delivery of quality outcomes
- ☐ Values specialist expertise and creates an environment conducive to the sharing and effective utilisation of professional knowledge and skills

Drives Business Excellence

- ☐ Continually searches for and champions new and innovative ways to add value linked to organisational outcomes. Embraces change
- ☒ References and utilises market trends, developments and economic/legislative changes to meet current and future organisational needs

Generates Genuine Partnerships

- ☒ Establishes credibility and negotiates persuasively. Offers a convincing rationale which has been carefully positioned against organisational outcomes
- ☒ Uses appropriate strategies to prevent, manage and resolve conflicts and disagreements promptly
- ☒ Facilitates a collaborative approach and promotes a positive environment to share information, encourage ideas and stimulate open discussion
- ☐ Demonstrates and models the values in creating partnerships across the business, and developing effective networking opportunities
- ☒ Confidently presents complex information in a clear & articulate manner tailored to meet the needs of the audience

Role Models Personal Drive and Professionalism

- ☒ Maintains the highest level of integrity to embed ethical practice and organisation's values into the culture
- ☒ Raises and challenges important issues constructively and stands by own position when challenged. Accepts accountability for mistakes and ensures corrective action is taken
- ☒ Persists and focuses on achieving objectives through pressure, responding positively & in a controlled manner
- ☐ Demonstrates a high level of self awareness and can identify areas in which own capabilities complement others. Strives for continual learning
- ☒ Promotes & develops an inclusive workplace culture that values & respects diversity and individual differences
- ☐ Advocates and drives standards for the safety and wellbeing of self and others



- ☒ Inspires ongoing learning. Sets clear performance standards and gives timely recognition for good performance. Manages under performance promptly
- ☐ Proactively drives outstanding customer service through understanding needs
- ☐ Manages expenditure & oversees procurement, ensures security of systems, deploys resources appropriately