

Sustainability and Climate Change Adaptation Senior Advisor

About the position

Last Modified: 20 June 2023	
Group: Governance and Assurance	Job family: Governance, risk & assurance
Manager's title: Head of Sustainability and Climate Change Adaptation	Manager once Removed's title: General Manager Governance and Assurance
Hours worked per week: As required	Primary work location: Parramatta
Flexibility options available: <input checked="" type="checkbox"/> Flexible hours of work (varied start and finish times) <input type="checkbox"/> Shift swapping <input type="checkbox"/> Rostered days off <input checked="" type="checkbox"/> Part time <input checked="" type="checkbox"/> Job share <input checked="" type="checkbox"/> Remote working (such as working from home)	
Number of direct reports: N/A	Number of staff once removed: N/A
Pay Level: <input type="checkbox"/> Award Choose an item. <input checked="" type="checkbox"/> Individual Contract of Employment (ICE) 1	

Purpose of the role

Water and wastewater are essential services. The purpose of this role is to contribute to complex programs of work that ensure that Sydney Water anticipates, prepares for, and adapts to changing circumstances including longer-term challenges such as climate change and short-term shocks. The incumbent will need contribute to strong evidence-based cases to influence policy, investment decisions and enterprise priorities, and align contributors across the organisation to achieve these outcomes.

Section 1: Accountabilities

Direct and indirect reports (where applicable)

Nil

Safety and leadership expectations

- Manage conflicts and negotiate positive outcomes
- Implement and maintain processes and procedures
- Working collaboratively across the business to deliver programs/ projects of work
- Champion safety and wellness and understand safety accountabilities and wellness support programs
- Role model Sydney Waters values and behaviours and contribute in a positive, constructive and supportive working environment
- Work with a high level of autonomy
- Role model customer centricity
- Exercise astute judgement in managing confidential and sensitive information that has the potential to impact on organisational performance and reputation.

Accountabilities and deliverables

The role requires leadership across the elements of infrastructure resilience including resistance (ability to withstand shocks and continue operation), reliability (the capability of the infrastructure to maintain operation in a variety of conditions), redundancy (adaptability to cope with loss of individual components) and response (including recovery from disruptions).

Programs of work will be divided across the team and will vary as we progress through the overarching approach. The role will seek contributions from across the business to achieve these outcomes.

As a guide these may consist of:

- Future horizon planning –assessing the impacts of climate change and curating this into a narrative relevant to Sydney Water planning to ensure that Sydney Water is prepared for the future. This includes the use and development of tools to support this approach.
- Establishing position statements on the four elements of resilience to ensure that meet the risk appetite of the board. Establish consensus across the enterprise
- Updating business case to include resilience aspects
- Ensure that the requirements of the state's climate change strategy are implemented including reduction in the use of energy.
- Drought preparedness – including oversight and coordination of water conservation, resilient sources of water, leakage program and community awareness
- Prevention and recovery to threats such as flood, bushfire, water quality, pandemic, security and other threats
- Coordinate and continually improve and contribute to Sydney Water's Sustainability & Climate Change Adaptation Team
- Generate insights from data from a range of systems and platforms.
- Work with Groups across the organisation to remove duplication of effort and funding related to all projects and programs
- Coordinate sourcing of internal and external resources to meet project / program demands
- Support forum/ events through setting and distributing agendas, developing materials and minuting decisions and actions
- Monitor and report on project dependencies, resourcing and risks to identify areas for active management where relevant
- Coordinate events, such as workshops, including logistic support (sourcing venues, resources, facilitators), development of workshop materials and capture of outputs
- Work with Sustainability & Climate Change Adaptation Leads to develop detailed plans clearly identifying benefit drivers, owners, lead and lag indicators for team initiatives.
- Ability to develop policies, strategies and/or procedures.
- High level technical analysis and report writing skills.

Working relationships (internal and external)

Internal:

- Work with project and program teams to develop and document initiatives
- Engage with business stakeholders to find resources for projects/initiatives
- Work closely with project and program leads to forecast logistics, resourcing and support needs
- Maintain close working relationships with members of the project teams to ensure initiative pipelines and related status reports are up to date
- Build and maintain working relationships with key stakeholders across the business
- 3rd party commercial / supplier partners e.g. consultants, training providers
- Work with stakeholder groups and clients.

External:

This role recognises that Sydney Water provides an essential service and that our customers expect continuity of that service. The role will need to work with others across the organisation to articulate the value customers place on resilience and their willingness to pay.

Participate in external working groups, industry associations and industry partners. This role will ensure alignment with State and Federal policies and strategies, such as Critical Infrastructure Resilience, and integration into frameworks.

Key challenges

The role is responsible for influencing large infrastructure decisions and building cases for change but does not make them independently

- Input to and integration with risk management processes across the organisation, including risk treatments, to enable corporate strategy and plan objectives
- Compliance with regulatory requirements in the Operating License and Environment Protection License conditions through implementation of the Business Resilience and Enterprise Protective Security Frameworks
- Input into organisational resilience capability development through the research and innovation program and asset master planning processes
- Coordination and integration with quality, environment and safety, asset, and information security management systems.
- Competing priorities and objectives.
- Ageing infrastructure and changing threat environment, including frequency and intensity of events.
- Capability and capacity uplift require to mature Sydney Water's organisational resilience.
- Managing of unforeseen threats, including emerging and evolving hazards such as water contaminants, cyber threats, infectious diseases.
- Societal change and expectations.

Physical and environmental conditions

- ☐ Field based
 ☐ Plant based
 ☒ Office based
 ☐ Exposed to loud environment
☐ Exposed to odorous environment
 ☐ Direct contact with customers

Section 2: Success Measures

Qualifications, licences, and certifications

- Degree qualifications in relevant field (Engineering, Organisational Resilience, Science) or equivalent relevant experience and ability

Experience and skills

- Approximately 5 years professional experience in risk, resilience management, sustainability, climate change or a related engineering, science or economic field.
- Demonstrated experience providing advice on strategy and processes, including politically sensitive issues.
- Experience in climate change policy, planning and sustainable development.
- Demonstrated experience monitoring emerging risks and shaping future policy based on research and standards.
- Experience in development, implementation and operation of organisational resilience frameworks and supporting programs in large organisations.
- Demonstrated experience managing responses to complex events including natural disasters or similar business continuity incidents or emergencies.
- Demonstrated experience leading work across functional areas within an organisation to drive improved outcomes, including using process improvement techniques (e.g. six sigma) and collaborative approaches to problem solving.
- Experience in using integrated management systems (e.g. ISO 9001 Quality, 31000 Risk).
- Demonstrated experience in leading teams providing input to technical standards and processes.
- Demonstrated ability to drive business improvement and change
- Extensive interpersonal, communication, influencing, liaison, negotiating and conflict resolution skills
- Ability to see the big picture without losing sight of the details and their implications.
- Ability to advise on strategic issues with clarity and independence

Additional notes

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the [Acceptable Use of Information Technology Policy](#) and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorized people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.

Sydney Water expects all staff to do other projects and perform additional duties as required