

Manager Growth and Community Partnerships

POSITION DESCRIPTION



Position Number:	4042
Department:	Communities and Lifestyle
Section:	Growth and Community Partnerships
Position Status:	Contract Full Time
Classification:	Limited Term Contract
Reports To:	General Manager Communities and Lifestyle
Revised:	October 2025

General Position Statement

The Manager Growth and Community Partnerships leads a strategically important section within Rockhampton Regional Council, responsible for integrated planning, sustainability, sport and active communities, grants, and strategic community projects. This role provides visionary leadership and operational oversight to deliver inclusive, sustainable, and community-focused outcomes.

The position plays a key role in shaping the future of the region through long term planning, cross functional collaboration, and stakeholder engagement. It ensures the delivery of inclusive programs, activated public spaces, and sustainable infrastructure that meet the evolving needs of the Rockhampton community.

Performance standards and expectations relating to this position will be detailed in the individual's Performance Plan.

Specific Responsibilities

The successful candidate must be able to fulfil the following position responsibilities.

- Lead and manage the Growth and Community Partnerships section, ensuring alignment with Council's strategic priorities.
- Drive integration, efficiency and continuous improvement across teams to improve project delivery and outcomes.
- Oversee the development, monitoring and review of statutory land use planning instruments, place making and master plans for community infrastructure to guide sustainable growth and ensure legislative compliance.
- Lead the planning and implementation of the Sport and Active Communities function, fostering high-level partnerships with peak sporting bodies, government agencies, and community organisations.
- Champion environmental sustainability initiatives and corporate reporting.
- Coordinate Council's grants program and advocate for funding aligned with regional priorities.
- Lead strategic projects including but not limited to housing, homelessness support, and Olympic Games coordination.
- Champion a culture of safety and promote a culture of accountability, customer focus, and continuous improvement.

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- Foster strong partnerships with internal departments, government agencies, and community stakeholders.
- Ensure robust governance, performance tracking, and accountability across all portfolios.
- Represent Council in strategic forums and advocate for regional priorities.
- Prepare and manage operational and capital budgets, ensuring financial sustainability.
- Lead change management and cultural alignment initiatives within the section.
- Provide strategic leadership aligned with Council's Leadership Capability Framework (see Appendix A), ensuring decisions, actions, and behaviours consistently reflect the vision, values, and long-term objectives of the organisation.
- Refer matters that may impact upon the business, Council and employees to the relevant Manager.
- Undertake other relevant duties as directed, consistent with the position's scope, skills, competence and training.

Position Requirements

Your suitability for this role will be assessed against the following competencies.

Skills/Competencies

- Proven executive leadership across strategic land use planning, community development, sustainability, and infrastructure delivery.
- Strong understanding of Queensland local government frameworks and planning legislation.
- High level stakeholder engagement, negotiation, and conflict resolution skills.
- Demonstrated ability to lead multi disciplinary teams and deliver complex, cross functional projects.
- Expertise in strategic thinking, policy development, and performance management.
- Political acumen and ability to operate in a dynamic, high profile environment.
- Excellent written and verbal communication skills, including report writing and presentations.
- Teamwork and Collaboration – Ability to work together with others to achieve common goals both within immediate team and teams across Council.
- Problem Solving – Ability to analyse problems by gathering information and develop a solution (in line with role responsibilities) or options and make a recommendation.
- Manage Risk – Ability to identify, understand and manage risks so that work can be delivered safely and to required standard.
- Focus on Continuous Improvement – Ability to identify opportunities to enhance team effectiveness and improve team's customers' experience.
- Manage Resilience and Wellbeing – Commitment and the ability to participate in safety programs to support safety, health and wellbeing in the workplace.

Qualifications

- Degree in planning, community development, public administration, environmental management, or a related discipline and/or substantial experience in a senior leadership role within local government or a similar environment.

Behaviours

- Customer Service – Ensure that you are focused on our customer/s when carrying out your responsibilities.

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- Safety – Carry out your duties in a safe manner whilst ensuring the safety of your team members and customers, in accordance with Council’s Health and Safety Duty Statements and associated safety policies / procedures.
- Code of Conduct – Ensure that your behaviour is aligned with the Code of Conduct.
- Council Values – Ensure that your behaviour is aligned with the values statement adopted by Council: One Team, Accountable, Customer Focused, Continuous Improvement and People Development.

Leadership Capabilities

- *Council’s Leadership Capability Framework – meets standards of performance and behaviours in line with our Leadership Capability Framework and leadership level Strategic to Leadership: Build and maintain Trust; Deliver Results, Customer and Community Driven, Lead and Enable Change and Commit to Personal Growth.*

Additional Requirements

- Ability to work in an office environment.
- Ability to legally operate a motor vehicle under a “C” Class Licence.
- Provision of a satisfactory Criminal History Check - Police Certificate (Australia Wide Name Only Police Check).

Delegations and Authorisations

Financial, Administrative and Corporate Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.

Legislative Sub-Delegations and Authorisations may also be applicable to this position and are detailed in the external public registers. Both registers are available on Council’s Intranet.

Acknowledgement

This job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to the role.

Authorised By:	General Manager Communities and Lifestyle
Signature:	
Date:	
Employee Signature:	
Signature:	
Date:	

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Appendix A: Leadership Capability Framework – Leadership Level Strategic Leadership

Key Leadership Capabilities	Leadership Standard / Behaviour	Standards / Behaviours Required at this Leadership Level
Build and Maintain Trust	Engage and Inspire our People	Inspires others through developing a vision for Council, promoting and engaging our people towards the vision.
	Empower our People	Leads a respectful, trusting and empowering environment across Council to ensure its success.
	Enable Teamwork and Collaboration	Drives respectful collaboration and teamwork across Council to ensure success.
	Effectively Communicate across the Organisation	Ensures consistent, transparent and timely communication that connects people with the strategic vision, values and expectations of Council.
	Build Effective Enduring Relationships	Creates and fosters networking opportunities across Council.
Deliver Results	Manage People Performance	Ensure that teams across Council have aligned goals and plans and people have support to successfully deliver on those goals.
	Develop our People	Ensure an environment that enables the development of people.
	Demonstrate Ethical and Accountable Decision Making	Provides context and support in navigating operational and situational to achieve organisational goals.
	Demonstrate Organisational and Situational Awareness	Makes decisions in complex and ambiguous situations that affect the whole of Council.
	Maintain a Strategic Focus	Makes decisions and sets Council's medium and long term strategic direction and goals.
	Plan and Organise Resources	Leads Council to meet community expectations through the delivery of safe, cost effective and efficient services and programs.
Customer / Community Driven	Be Customer and Community Focused	Sets the strategic direction, vision and mission of Council in line with customer and community needs
	Manage customer and stakeholder relationships	Manages expectations and negotiates with customers and stakeholders for best overall outcome for Council.
Lead and Enable Change	Lead Change Effectively	Leads and ensures the alignment of change initiatives with Council's vision and objectives.
	Lead Continuous improvement and Innovation	Ensures that Council leverages innovative thinking to continuously evolve.
Commit to Personal Growth	Commit to Personal Growth and Learning Agility	Role-models commitment to learning agility and fosters an environment that encourages personal growth.
	Lead with Emotional Intelligence	Leads Council with emotional intelligence and role models values based leadership.
	Build and maintain Technical and Operational Competence	Promotes and fosters environment that supports the development and maintenance of technical and operational competence.