



## Job Specification

Position Title	General Manager People, Culture and Safety	No:	
Reporting to	Managing Director		

<b>Role Purpose</b>	
<p>The role of the General Manager People, Culture and Safety is to lead the development and implementation of the People, Culture and Safety Strategy.</p> <p>This position contributes to the management of the organisation as a member of the Leadership Team to enable the realisation of our vision of delivering for our region and our future.</p> <p>The key strategic outcome of this role is to ensure a safe, inspiring and diverse workplace where learning is encouraged and people are supported.</p>	
<b>Stakeholders:</b>	Goulburn Murray Water Leadership team including the Managing Director, Board and the People and Culture Board Committee, Unions, regulators such as Worksafe, Water Authorities and industry bodies such as AWA, WSAA and VicWater.
<b>Knowledge, Skills and Experience:</b>	
<ul style="list-style-type: none"> <li>• Extensive experience in strategic, tactical and operational work related to People, Culture and Safety.</li> <li>• Demonstrated experience in leading development and implementation of a People and Safety Strategy.</li> <li>• Demonstrated ability to lead organisational culture initiatives including organisational culture programs, leadership development and coaching of senior leaders.</li> <li>• Demonstrated ability to lead the development and successful implementation of complex and sensitive projects, including an emphasis on engaging key leaders and contributors.</li> <li>• Demonstrated ability to deliver effective governance of People, Culture and Safety services.</li> <li>• Demonstrated ability to think creatively, to manage under pressure and to meet tight deadlines.</li> <li>• Demonstrated ability to negotiate, influence and engage others, as well as gain the support and confidence of senior management and key stakeholders.</li> <li>• Demonstrated ability to think strategically, to identify emerging issues, problem solve and apply creative solutions.</li> <li>• Highly developed oral and interpersonal skills and demonstrated ability to negotiate with and advise senior management on People, Culture and Safety issues.</li> <li>• High level of organisational skills with proven ability in setting priorities and operating within strict deadlines.</li> <li>• Proven ability to deliver projects on time and within budget.</li> <li>• Demonstrated ability to lead, manage and motivate employees to achieve their full potential.</li> </ul>	

Key Result Areas	Key Responsibilities	KPIs
Set the People, Culture and Safety Strategy for the organisation	<ul style="list-style-type: none"> <li>• Lead the development, implementation and management of the People, Culture and Safety Strategy and enable programs of work across the organisation</li> <li>• Work with the Board and Managing Director to ensure effective governance and strategic focus on the People, Culture and Safety Programs</li> <li>• Executive lead on the People and Culture board Committee</li> </ul>	Feedback from the Board and Managing Director Business results
Inspire, lead and develop a diverse group of People	<ul style="list-style-type: none"> <li>• Establish and support an open and honest working environment for employees fostering collaboration and teamwork</li> <li>• Identify and develop leaders at all levels of the business</li> <li>• Promote safety and wellbeing for all employees</li> <li>• Role model GMW leadership capabilities and constructive behaviours</li> </ul>	360-degree feedback Employee Engagement outcomes Safety outcomes
Drive Exceptional Performance	<ul style="list-style-type: none"> <li>• Drive the achievement of results, including financial</li> <li>• Effectively lead and manage organisational change</li> <li>• Foster a high performance culture by setting clear goals, holding people accountable and managing performance</li> </ul>	Business results
Manage external and internal relationships	<ul style="list-style-type: none"> <li>• Influence multiple and diverse stakeholders, internal and external to the business to ensure the reputation of the business is enhanced</li> <li>• Ability to build trusting relationships with all stakeholders to support the achievement of the Strategic Direction</li> </ul>	Stakeholder feedback

Classification/Band	Executive Contract	
Employment Status	Fixed Term – Full Time	
Salary	Executive range	
Position reports to	Managing Director	
Location	Tatura	
Delegations	Financial: Level 1	Human Resources: People & Safety Teams
Position Contact	Charmaine Quick	
Qualifications	Tertiary Qualification in Human Resources. Post Graduate qualification in business administration highly desirable. .	
Policy Check required	Yes	
Victorian Drivers Licence	Yes	
Approver/Approval Date	Charmaine Quick – 23/04/2019	