

Role Description

Program Director, Construction Safety

Role Description Fields	Details
Cluster	Health
Department/Agency	Health Infrastructure
Division/Branch/Unit	Capital & Commercial Advisory / Building & Asset Advisory
Classification/Grade/Band	TBC
ANZSCO Code	
PCAT Code	
Date of Approval	February 2025
Agency Website	www.hinfra.health.nsw.gov.au and www.health.nsw.gov.au

Agency overview

Health Infrastructure was established in 2007 as the capital delivery agency of NSW Health for projects over \$10 million. Today, Health Infrastructure plans and delivers sustainable and innovative infrastructure to meet the healthcare needs of NSW communities now and into the future. We are collaborating with Local Health Districts and Specialty Health Networks, system managers, other government agencies and industry to transform public health facilities and precincts across metropolitan and regional and rural NSW. In doing so, we contribute long term economic and social benefits to NSW communities.

Primary purpose of the role

The Program Director, Construction and Safety plays a crucial strategic role in facilitating continuous improvement and innovation in the Safety, Health and Wellbeing (ShaW) and construction space, through the provision of expertise, support and training to ensure HI's project teams are well equipped to deliver projects in line with HI's SHaW strategy, construction requirements and broader Corporate Strategy objectives.

Key accountabilities

- Lead the Construction and Safety Advisory function, providing strategic insights and advice to continually improve the WHS and Construction performance of HI Capital Projects
- Lead the ongoing development of Health Infrastructure's Safety Management System (SMS) for HI Projects ensuring compliance obligations are met, risks are appropriately managed, and value is being continually generated
- Maintain and develop HI's Capital Project WHS reporting regime to gather valuable insights on WHS performance and identify strategic initiatives to enable the continual improvement of HI Project WHS monitoring and performance
- Incorporate WHS and Construction Quality requirements within HI's Assurance Framework including leading the development and ongoing management of all Construction and Safety content.

- Provide strategic construction procurement advice including driving innovation, evaluating successes, and collecting lessons learnt to drive continuous improvement in construction management to inform procurement strategies and Project delivery across the capital program.
- Develop a systemised approach to capturing, reporting and enhancing Quality Management across HI Projects
- Monitoring contract management across the programs, inclusive of evaluation of effectiveness of contracts during construction, on-going training programs and providing strategic advice to improve contract development and management.
- Oversight and management of Construction Managers across the regions including uplifting awareness of WHS across the organisation.

Key challenges

- Managing the interface between the project teams and the Construction and Safety function.
- Managing multiple activities within tight and often changing deadlines, minimal resources and in a complex and dynamic public sector environment.
- Standardising the service delivery model across the Construction and Safety portfolio

Key relationships

Internal

Who	Why
Line Manager	<ul style="list-style-type: none"> • Provide strategic advice, recommendations and solutions on construction and safety matters, to influence planning, organisational decisions and initiatives or issues management • Ensure the effectiveness of initiatives, decision making and governance relevant to Health Infrastructure • Report on construction and safety matters and identify emerging issues/risk and their implications and propose solutions
Team	<ul style="list-style-type: none"> • Inspire, motivate, provide direction and manage performance and development • Share learnings and best practices
Stakeholders	<p>Collaborate, build relationships and provide expert strategic construction and safety advice and solutions to influence decisions, create buy-in, share accountability and resolve conflicts</p> <ul style="list-style-type: none"> • Provide strategic advice, on construction and safety matters, to influence planning, organisational decisions and initiatives or issues management

External

Who	Why
-----	-----

Other NSW Government stakeholders	<ul style="list-style-type: none"> • Establish professional networks and relationships to maintain currency of issues; share ideas, tools and learnings; leverage intelligence; and collaborate on common responses to emerging issues • Leverage continuous improvements in planning approaches, tools or processes • Optimise engagement to achieve defined outcomes
Industry Partners	<ul style="list-style-type: none"> • Consult and negotiate on construction and safety matters

Role dimensions

Decision making

The Health Infrastructure Vision, Core Values, and Corporate Plan and Business Priorities provide the context for the role. The role makes decisions and acts within Government and NSW Health legislative and regulatory frameworks, delegations, policy and procedural frameworks and guidelines.

Works with limited supervision and guidance to achieve overall work commitments developed in agreement with the supervisor or manager. Acts independently to determine day-to-day work priorities, negotiates matters related to area of responsibility and makes decisions in relation to the quality of work outcomes.

Reporting line

This position will report to the relevant Director.

Direct reports

4 reports

Budget/Expenditure

As per financial delegation directions.

Key knowledge and experience

- Extensive knowledge of safety, health and wellbeing, including work health and safety legislation and other regulatory requirements. It is desirable that they hold WH&S qualifications.
- Strong construction experience and understanding of building designs, structural principles and construction materials.
- Experience in program management and delivery, including success leading construction and safety teams and functions in complex environments.

Essential requirements

- Relevant tertiary and/or post graduate qualifications in Construction and Work Health & Safety, Engineering, Asset Management, or related fields, or equivalent, relevant professional experience, preferably gained in a large, complex and decentralized work environment.
- Current valid driver's licence, with regular requirement to travel throughout NSW.

Capabilities for the role

The NSW public sector capability framework describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with

managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.


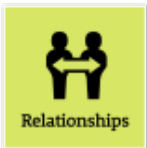
The capabilities are separated into focus capabilities and complementary capabilities.




Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.

Focus capabilities

Capability group/sets	Capability name	Behavioural indicators	Level
 Personal Attributes	Manage Self Show drive and motivation, an ability to self-reflect and a commitment to learning	<ul style="list-style-type: none"> Act as a professional role model for colleagues, set high personal goals and take pride in their achievement Actively seek, reflect and act on feedback on own performance Translate negative feedback into an opportunity to improve Take the initiative and act in a decisive way Demonstrate a strong interest in new knowledge and emerging practices relevant to the organisation 	Advanced
 Relationships	Communicate Effectively Communicate clearly, actively listen to others, and respond with understanding and respect	<ul style="list-style-type: none"> Articulate complex concepts and put forward compelling arguments and rationales to all levels and types of audiences Speak in a highly articulate and influential manner State the facts and explain their implications for the organisation and key stakeholders Promote the organisation's position with authority and credibility across government, other jurisdictions and external organisations Anticipate and address key areas of interest for the audience and adapt style under pressure 	Highly Advanced

	Work Collaboratively Collaborate with others and value their contribution	<ul style="list-style-type: none"> • Recognise outcomes achieved through effective collaboration between teams • Build cooperation and overcome barriers to information sharing, communication and collaboration across the organisation and across government • Facilitate opportunities to engage and collaborate with stakeholders to develop joint solutions • Network extensively across government and organisations to increase collaboration • Encourage others to use appropriate collaboration approaches and tools, including digital technologies 	Adept
	Influence and Negotiate Gain consensus and commitment from others, and resolve issues and conflicts	<ul style="list-style-type: none"> • Influence others with a fair and considered approach and present persuasive counter-arguments • Work towards mutually beneficial 'win-win' outcomes • Show sensitivity and understanding in resolving acute and complex conflicts and differences • Identify key stakeholders and gain their support in advance • Establish a clear negotiation position based on research, a firm grasp of key issues, likely arguments, points of difference and areas for compromise • Anticipate and minimise conflict within the organisation and with external stakeholders 	Adept
	Deliver Results Achieve results through the efficient use of resources and a commitment to quality outcomes	<ul style="list-style-type: none"> • Use own professional knowledge and the expertise of others to drive forward organisational and government objectives • Create a culture of achievement, fostering on-time and on-budget quality outcomes in the organisation • Identify, recognise and celebrate success • Establish systems to ensure all staff are able to identify direct connections between their efforts and organisational outcomes • Identify and remove potential barriers or hurdles to achieving outcomes • Initiate and communicate high-level priorities for the organisation to achieve government outcomes 	Advanced



Plan and Prioritise

Plan to achieve priority outcomes and respond flexibly to changing circumstances

- Understand the links between the business unit, organisation and the whole-of-government agenda
- Ensure business plan goals are clear and appropriate and include contingency provisions
- Monitor the progress of initiatives and make necessary adjustments
- Anticipate and assess the impact of changes, including government policy and economic conditions, on business plans and initiatives and respond appropriately
- Consider the implications of a wide range of complex issues and shift business priorities when necessary
- Undertake planning to help the organisation transition through change initiatives, and evaluate progress and outcomes to inform future planning

Advanced

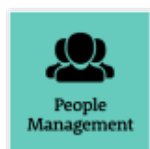


Project Management

Understand and apply effective planning, coordination and control methods

- Prepare and review project scope and business cases for projects with multiple interdependencies
- Access key subject-matter experts' knowledge to inform project plans and directions
- Design and implement effective stakeholder engagement and communications strategies for all project stages
- Monitor project completion and implement effective and rigorous project evaluation methodologies to inform future planning
- Develop effective strategies to remedy variances from project plans and minimise impact
- Manage transitions between project stages and ensure that changes are consistent with organisational goals
- Participate in governance processes such as project steering groups

Advanced




Manage and Develop People

Engage and motivate staff, and develop capability and potential in others

- Refine roles and responsibilities over time to achieve better business outcomes
- Recognise talent, develop team capability and undertake succession planning
- Coach and mentor staff and encourage professional development and continuous learning
- Prioritise addressing and resolving team and individual performance issues and ensure that this approach is cascaded throughout the organisation
- Implement performance development frameworks to align workforce capability with the organisation's current and future priorities and objectives

Advanced













Occupational Specific Focus Capabilities

Capability group/sets	Capability name	Description	Level
	Oversee work health, safety, quality and environmental sustainability Promote a strong culture of responsibility for safety and sustainability, and ensure controls are in place to address health, safety and environmental risks associated with the project	<ul style="list-style-type: none"> • Identify and implement initiatives for a safety culture, and model safe work and wellbeing behaviours and leadership for complex projects or programs and within own sphere of influence. • Always act to ensure own safety and that of others. • Understand and communicate environmental compliance requirements for complex projects and within own sphere of influence. Implement a culture of minimal harm to the environment. • Understand, identify and implement broader environmental sustainability principles for complex projects and programs over the short to medium term. Identify opportunities for value transfer between capital and operational expenditure. • Understand and comply with the requirements of work health, safety, environment and quality Acts, Regulations, Authorities and Organisations, and use industry best practices. Develop and implement project-specific compliance and performance requirements for complex projects or programs. 	Expert



Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

Capability group/sets	Capability name	Description	Level
	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Adept
	Act with Integrity	Be ethical and professional, and uphold and promote the public sector values	Adept
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Adept
	Commit to Customer Service	Provide customer-focused services in line with public sector and organisational objectives	Adept
	Think and Solve Problems	Think, analyse and consider the broader context to develop practical solutions	Advanced
	Demonstrate Accountability	Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	Adept
	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Adept
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Adept
	Inspire Direction and Purpose	Communicate goals, priorities and vision, and recognise achievements	Adept
	Optimise Business Outcomes	Manage people and resources effectively to achieve public value	Adept
	Manage Reform and Change	Support, promote and champion change, and assist others to engage with change	Adept

Occupational Specific Complimentary Capabilities

Capability group/sets	Capability name	Description	Level
	Manage clients and stakeholders	Systematically identify, analyse and engage with clients and stakeholders to determine project requirements. Ensure continuing communication throughout the life of the project to monitor, manage and improve stakeholder relationships and achieve customer-centric project outcomes.	Expert
	Manage risks and opportunities	Systematically identify risks and opportunities; plan how to mitigate and manage risks and respond to opportunities	Expert