



Every Queensland
community deserves
to be a liveable one

Policy Officer – Infrastructure & Transport

Advocate Workstream

Full-time role

About the LGAQ

Every Queensland community deserves to be a liveable one, and a career at the Local Government Association of Queensland (LGAQ) will give you the opportunity to make a difference for Queensland communities. Formed in 1896, the LGAQ is a not-for-profit association set up solely to serve Queensland's 77 councils and their individual needs. The LGAQ is the peak body representing local government in its dealings with other governments, unions, business and the community. Our work is guided by Motions submitted and approved by member councils at the Annual General Meeting held in October each year and the LGAQ Policy Statement.

In brief

This role sits within the Strategic Policy team which plays an important role in the LGAQ's Advocacy work. The team is comprised of a number of subject matter policy experts and draws on external expertise as required, to shape and deliver the Association's advocacy strategy on behalf of Queensland councils. The team takes both a proactive and reactive approach to advocacy by advancing local government issues and responding to State and Federal government policy/legislative priorities and emerging issues.

As a Policy Officer for Infrastructure and Transport, you will be a team player, use your excellent research, policy analysis and communication skills to represent Queensland local government interests. You will support advocacy across a range of infrastructure and transport initiatives, including roads, public transport, aviation and freight, as well as broader infrastructure sectors such as telecommunications, digital connectivity and utilities. This is an opportunity to work on complex and high impact issues and contribute to advocacy that delivers practical outcomes for Queensland councils and communities.

This role provides opportunities for travel and will provide support to the Lead – Roads & Transport as well as working in collaboration with the Strategic Policy team and Advocate team more broadly, to enhance LGAQ's advocacy outcomes. The role will also provide the opportunity to build relationships across the local government sector and with other levels of government, and gain exposure to a broad range of policy, program and funding issues, and further develop your policy and advocacy capability in a dynamic environment.

Applications from people with diverse lived experience and identities are strongly encouraged, as the more diverse our team is, the better we are able to represent our diverse membership.

Key Responsibilities

This role will assist in advancing Queensland local government's policy, legislative and funding priorities across all levels of Federal and State Government through the following key responsibilities.

- Work collaboratively to advance local government agreed policy and legislative priorities related to transport and infrastructure, including those articulated through the LGAQ Policy Statement.
- Support member engagement and communication by providing timely updates, facilitating consultation through advisory groups, webinars, events and campaigns, sharing relevant policy, legislative, program and funding information to local governments as required.
- Undertake research and analysis in collaboration with councils and internally, to identify practical options and solutions to relevant policy and legislative reforms and to progress actions on resolutions passed at LGAQ Annual Conferences.
- Prepare, and contribute to the delivery of high-quality submissions, briefing notes, policy advice, strategies, reports, presentations and/or other material as required, to advance advocacy outcomes.
- Share information within LGAQ on relevant policy issues, and represent the interests, viewpoints, and priorities of LGAQ and Queensland councils in internal and external forums, including with government, industry and community stakeholders.
- Establish and maintain effective working relationships and networks with officers in councils as well as State and Federal government agencies and key stakeholders, as required.
- Comply with relevant workplace legislation and LGAQ policies,
- Contribute to a positive LGAQ workplace culture through application of the CARE Behaviours@LGAQ and participation in workplace activities as required.
- Fly and/or drive to member sites or other locations, as required.

Capabilities

The successful candidate will have:

- Relevant tertiary qualifications and/or 2-3 years' experience in infrastructure and transport policy, advocacy, or a related field.
- Knowledge of contemporary issues and challenges for local government related to transport and infrastructure including roads, public transport, aviation, freight, as well as telecommunications and digital connectivity.
- Demonstrated ability to research, analyse, and critique emerging and complex policy issues, legislation and reform proposals, and identify practical policy options and solutions.

- Proven ability to prepare, coordinate and provide input to high-quality submissions and policy documents and negotiate successful outcomes.
- Strong communication, collaboration and stakeholder engagement skills, including the ability to build effective relationships and negotiate outcomes across a range of internal and external forums.
- Demonstrated ability to be proactive, adapt to changing priorities, navigate uncertainty, and maintain composure when responding to unexpected challenges or emerging issues.
- An understanding of policy and decision-making processes across different levels of government.
- A collegiate approach to working with and listening to, colleagues and a passion for working with people in a team-based environment.
- A current Queensland unrestricted open driver's licence including the ability to drive unaccompanied day or night and comply with licence conditions.
- Ability to travel as required.

Working at the LGAQ

Choosing the LGAQ as an employer is an opportunity to positively impact communities across Queensland through an influential 'for purpose' peak body. Employees benefit from an inclusive and caring culture underpinned by our CARE Behaviours@LGAQ. LGAQ people demonstrate Caring Accountable Respectful behaviours, and our leaders are Engaged.

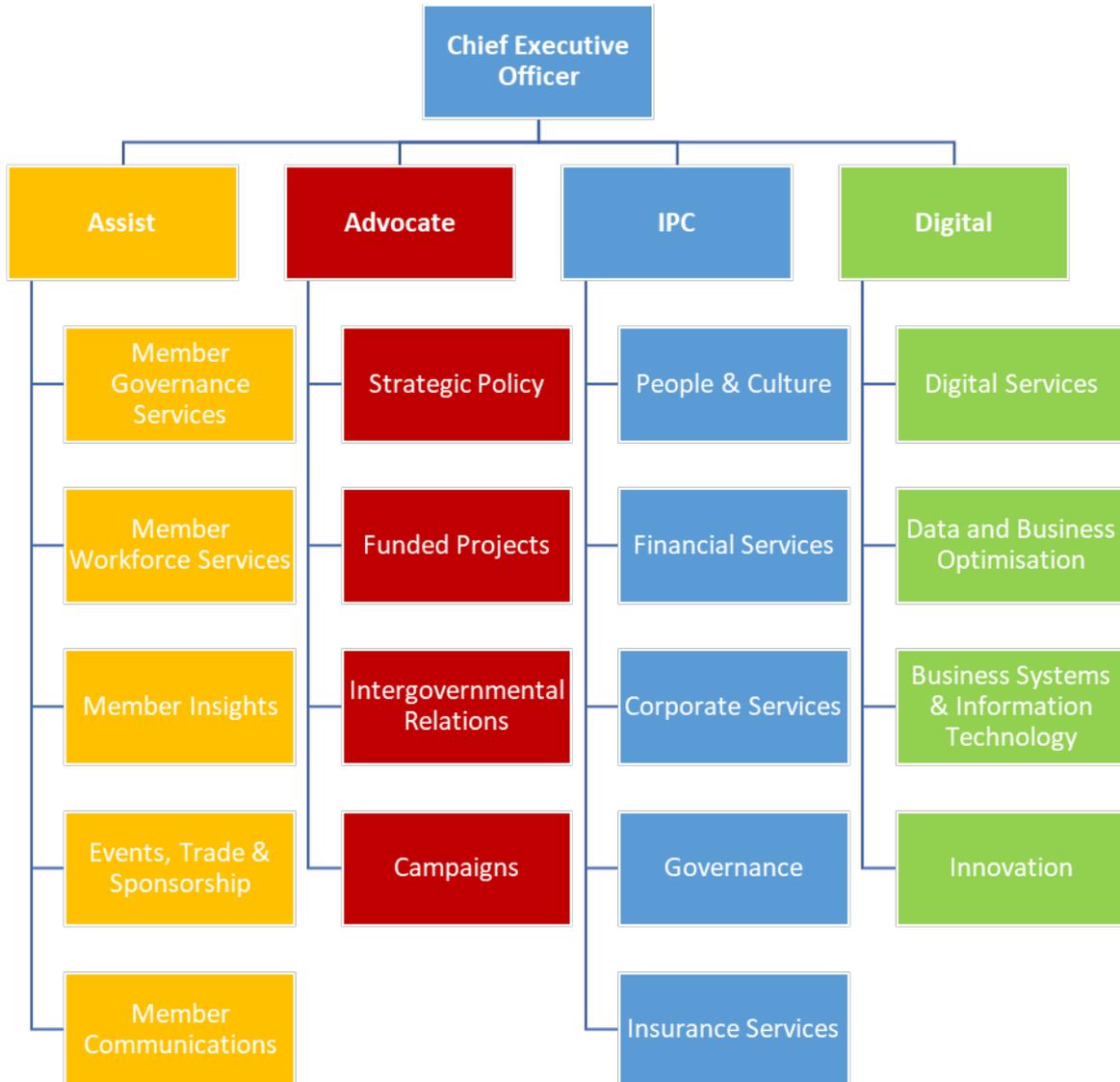
Employees enjoy flexible work arrangements, a workplace that values social connections and a range of learning and development opportunities. As an equal opportunity employer, we encourage applications from candidates with diverse backgrounds.

If you thrive in an environment where collaboration, teamwork and innovation are paramount, then working at the LGAQ could be the right step for you.

Our structure

The LGAQ has a unique operating model designed to maximise our engagement with member councils. Our staff are allocated to four customer service streams. The Assist, Advocate and Digital streams work directly with councils and other stakeholders, while the Internal Performance Centre (IPC) provides back office and organisational support. All LGAQ staff share a passion for working with our members and stakeholders, effective collaboration and getting results.

This position is part of the Advocate workstream and reports to the Lead – Roads & Transport.



Behaviours@LGAQ

C.A.R.E. Model

LGAQ people are **C**aring, **A**ccountable, **R**espectful and our leaders are **E**ngaged.



CARING

- Commit to supporting our members.
- Care for each other.
- Prioritise the well-being and safety of themselves and others.
- Lead by example and inspire others.
- Exercise good judgement and think before acting.



ACCOUNTABLE

- Accountable for their actions and delivering outcomes.
- Hold other team members accountable for their behaviour by calling out or reporting issues of concern.
- Ask for help when needed.
- Strive to continuously improve and try new ways.
- Act professionally and with integrity – always.
- Undertake continuous learning, accept responsibility and fix mistakes in a timely way.



RESPECTFUL

- Respectful, inclusive and supportive of others.
- Build positive relationships.
- Provide constructive feedback.
- Consider the impact of their own behaviour.
- Share information openly.
- Collaborate to develop innovative solutions.



ENGAGED LEADERS

- Set clear expectations and hold people accountable for behaviour and results.
- Know their people and bring out the best in them.
- Encourage diverse input from team members.
- Provide timely feedback, create opportunities and develop people.
- Recognise achievements of teams and team members.
- Help remove barriers to peoples' success.

