

## Manager – Regional & Economic Development

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<b>Location:</b>	Launceston
<b>Classification:</b>	Non-award role
<b>Employment Type:</b>	Fixed Term, 0.8 – 1.0 FTE
<b>Reporting Line:</b>	Reports to the Chief Executive Officer (CEO)
<b>Key Relationships:</b>	NTDC Team, NTDC Subcommittees, Member Councils, Economic Development contacts in Tasmania

### Position Summary

The Manager – Regional & Economic Development manages regional economic development priorities, including supporting industry and business development, events development, grants attraction and management, regional planning, population growth and regional advocacy. In doing this role, the incumbent will share NTDC's holistic view of economic development, taking a quintuple bottom line approach and considering profit, people, planet, ethics and equity.

This role is responsible for reviewing, managing and implementing the Northern Regional Economic Development Strategy (REDS) and ensuring effective leadership and guidance within NTDC to focus on our strategic priorities: increasing net exports, population growth, innovation, investment, infrastructure and participation and productivity.

### Key Responsibilities & Duties

#### Strategic Planning and Development

- Implement, review, and further develop the Regional Economic Development Strategy (REDS) and other strategies and policies relevant to regional economic development.
- Business planning, implementation and evaluation processes for diverse economic and regional development programs.
- Work with the subcommittee and CEO to develop and oversee a REDS Implementation Plan and ensure alignment with Member's strategic plans.
- Create strong alliances, partnerships and networks with Members, regional businesses, the community, training providers and State and Federal Government agencies.
- Ensure appropriate policies, using best practices and innovative approaches, to support sustainable economic and regional development.
- Ensure Members are aware of regional economic development projects, including significant new enterprises, population attraction and retention, and regional investment.
- Participate in the region's promotion, the local government areas within it, and the economic and regional development outcomes achieved.

### **Advocacy and Communication**

- Effective representation in regional groups, subcommittees and economic development forums.
- Connect industry and business to the strategies, regional plans, services and projects offered by NTDC and our members.
- Work collaboratively with relevant regional organisations, including tourism, industry and chambers of commerce.
- Provide specialist advice and support to the NTDC Team and Board.
- Prepare timely reports as requested/required.
- Develop and foster a customer focus on service and project delivery.
- Prepare and monitor relevant project budgets.
- Report on Key Performance Indicators and benchmarks as required.

### **Leadership and Management**

- Contribute to the effectiveness of NTDC by implementing the company's objectives, values and culture.
- Play a leadership role within the organisation and the region, fostering a positive culture where innovation and achievement are supported and rewarded.
- Effectively lead, engage and communicate with stakeholders on strategic planning, problem-solving strategies, opportunities for continuous improvement, and NTDC's priorities.
- Adhere to all legislative requirements, including Code of Conduct, Policy, Procedure, Acts and Regulations.

### **Key Requirements**

- Relevant tertiary qualifications and/or equivalent experience.
- A sound understanding of regional economic development and an understanding of the economic drivers of the Northern Tasmanian Region.
- The ability to develop regional strategies and projects focusing on implementing and delivering outcomes.
- The ability to present confidently in regional meetings and facilitate workshops and forums.
- The ability to identify and analyse economic growth, investment leveraging, and demographic information to deliver quality services, projects and planning.
- High-level skills in project management, including planning, budgeting and reporting.
- A collaborative leadership style and the ability to create and support teams within the organisation and the regional stakeholders.
- Consistent influencing, consensus building, and sustaining relationship outcomes.
- High-level communication skills, including media and online communications.
- Successful negotiation and mediation of outcomes.
- Preparation and monitoring of budgets

### **Success Criteria**

- Demonstrated experience in the same or similar role.
- Experience in working with local government is desirable.
- The ability to prepare grant applications or willingness to develop this skill.
- High level of time and task management skills.
- Ability to meet deadlines, budgets, milestones and performance measures.
- Ability to work both independently and as part of a team.
- Effective listening skills and highly developed interpersonal skills.
- A growth mindset that drives performance.
- Strong computer literacy and experience with the Office Suite and relevant cloud-based systems.



## Other Requirements

- Class C driver's licence.

## Work Environment

The NTDC office is located at 63 – 65 Cameron Street, Launceston. This open-plan workspace is accessible and shared with other agencies, including Visit Northern Tasmania and Cityprom. There is access to meeting rooms and a board room on site. NTDC supports flexible and remote working.

## About NTDC

The Northern Tasmanian Development Corporation (NTDC) is a regional development agency owned by seven Local Government Authorities. In collaboration with our owners and key stakeholders, NTDC developed the Regional Economic Development Strategy.

Our role is to grow Northern Tasmania, with the critical metrics for success being increased value of the gross regional product (GRP), improved participation in the workforce, and higher average take-home wages for Northern Tasmanians.

## Our Vision

Northern Tasmania is where people, ideas, businesses and industries thrive.

## Our Values

We collaborate and succeed through collective efforts, sharing support and trust between all stakeholders. Our values guide our work so we can achieve our vision:

***Collaborative:*** Be cooperative to achieve regional outcomes, encouraging diversity and listening to the voice of regional networks.

***Clear:*** Be open, transparent and respectful.

***Creative:*** Be receptive to new ideas, challenging the status quo. Be globally competitive, supporting a 'Best of Region' approach.

***Curious:*** Be curious, encouraging learning and continuous improvement, learning from our stories of success and failure.

***Connected to Country:*** Be Tasmanian in our approach and consider our environment and the community we work for.