



Job Details

Reference: 11262

Position Title: REGIONAL PROJECT MANAGER

Classification: Executive Level 2 (Senior Professional Officer Grade B)

Salary range: \$95,945 - \$108,775 per annum

Location: 300 Elizabeth Street, Sydney

Division: Services

Branch: New South Wales Region

Section: Executive

Status: Non-ongoing – specified task for a period of 12 months

Applicants: Australian citizenship – see [Essential Applicant Information](#)

Applications close: Thursday, 12 November 2009

Advertisement

The Bureau is seeking a Regional Project Manager to coordinate the Weather Services component of the implementation of NexGenFWS in New South Wales. The successful applicant will coordinate Weather Service aspects of the technical development and implementation of the NexGenFWS system in NSW including installation of software and hardware, training of forecasters, and the transition of regional forecasting operations to NexGenFWS, particularly in consideration of OH&S factors and staff welfare.

Duty Statement

Under broad policy control and direction, in close collaboration with other employees of the Region and Weather Services Branch and with particular focus on the Bureau's corporate priority, the Next Generation Forecast and Warning System (NexGenFWS),

1. Coordinate Weather Service aspects of the technical development and implementation of the NexGenFWS system in NSW including installation of software and hardware, training of forecasters, and the transition of regional forecasting operations to NexGenFWS,
2. Develop projects, policies and procedures to improve the efficiency and effectiveness of Weather Services under NexGenFWS
3. Develop effective plans and management arrangements for the national roll-out of NexGenFWS into the NSW Regional Office
4. Ensure that stakeholder requirements are clearly documented and prioritised within project plans.

Duty Statement (cont.)

5. Prepare reports, correspondence, briefs and other documentation relevant to the NexGenFWS Project and Weather Services generally.
6. Ensure that plans, policies and practices in relation to the various elements of the Bureau's Social Justice Strategy are applied and that training and development programs are implemented in the work area.

Duty representing highest function: 1 to 3

Immediate supervisor: REGIONAL DIRECTOR, NEW SOUTH WALES

Job Profile

The New South Wales Regional Office is responsible through Assistant Director (Weather Services) for Primary Function 2.1 (Forecasting weather and warning of weather conditions likely to endanger life or property) under the Warnings and Weather Forecasts Program. A major activity in that Program is the Government initiative, the Next Generation Forecast and Warning System (NexGenFWS), the \$44.2 million project which has \$30.5 million of specific Government funding.

The Regional Project Manager is a staff member who will play a crucial role in the effective delivery of NexGenFWS which will fundamentally change forecast systems used in the regions and greatly enhance the quantity and scope of Weather Services.

The Regional Project Manager will, under broad policy control and direction and in close collaboration with other employees of NSW Regional Office and Weather Services Branch, be responsible for coordinating the Weather Services component of the implementation of NexGenFWS in New South Wales. She or he will coordinate Weather Service aspects of the technical development and implementation of the NexGenFWS system in NSW including installation of software and hardware, training of forecasters, and the transition of regional forecasting operations to NexGenFWS, particularly in consideration of OH&S factors and staff welfare.

The work includes analysis and planning for a broad range of service enhancements, taking into account the many varied user requirements and the technical and scientific opportunities and constraints while maintaining the implementation as a single cohesive national configuration. The work also involves managing the introduction of new systems and changing the pattern of forecaster work activities in an operational setting and within a short time-frame. Engagement of stakeholders, both internally and externally, is also a crucial task that the Regional Project Manager will need to monitor and possibly direct.

The occupant must have an understanding of how Bureau services are produced and provided to the community, particularly in relation to Regional Office forecast and warning operations, the use of numerical weather prediction and other guidance material, and the main user groups and user requirements. The person selected is expected to have a keen interest in policy development and the totality of the service provision process, and to have a good understanding of the meteorological, technological and services bases of Weather Services.

Selection Criteria

Applicants must address the selection criteria. To assist you prepare your application, please read the information at [General Information for Applicants](#) and complete the *Bureau of Meteorology Application Cover Form*.

Demonstrated ability in the management of service-related or science-based programs, including a capacity to address short-term problems within the framework of longer-term policies and plans.

1. Ability to formulate policy and plans, and a sound knowledge of the Bureau's planning process.
2. A sound knowledge of current developments in the major relevant areas of science and technology, and detailed knowledge of the provision of weather services and how they are supported by and relate to other Bureau activities.
3. A capacity for innovation, lateral thinking, and effective advocacy, together with flexibility in approaching policy and management issues and a demonstrated commitment to the improvement of the Bureau's Weather Services.
4. Communication and liaison skills of a high order and demonstrated ability to manage staff especially in the context of changing work practices.
6. A good knowledge of the elements of the Bureau's Social Justice Strategy and a commitment to apply them in the workplace.

All criteria are important and are rated equally.

Eligibility Requirements:

Mandatory Qualifications - A degree or diploma of an Australian institution, or a comparable overseas qualification which is appropriate to the duties; OR other comparable qualifications, which are appropriate to the duties.

Contact

If you would like to know more about the Bureau of Meteorology visit <http://www.bom.gov.au/>

Employment conditions for most Bureau employees are contained in the Bureau's Enterprise Agreement 2009-2010 which is available on the website at: [The Bureau of Meteorology Enterprise Agreement 2009-2010](#)

Please read the selection documentation and if you have any queries specific to this position please contact Terry Hart on (03) 9669 4521.

APPLICATIONS

Applications can be lodged personally at: The Recruitment Unit, 7th Floor, 700 Collins St, Docklands

By mail to: Recruitment Manager, Bureau of Meteorology, GPO Box 1289, Melbourne VIC 3001

By email to: jobs@bom.gov.au

All applicants are required to include a completed Bureau of Meteorology Application Cover Form, Résumé or CV and a Statement addressing the Selection Criteria.

All applicants are advised to read [General Information for Applicants](#) available on this web site before submitting their application.

Should you experience any difficulties with accessing information please contact the Recruitment Unit by email at: jobs@bom.gov.au or by telephone on 03 9669 4337 / 03 9669 4379.