



Position Description Senior Development Engineer

This position reports to: Engineering & Stakeholder Manager Career Level: 19

Position purpose: As a senior member of the Development Engineering Team, the Senior Development Engineer will be responsible and accountable for:

- Providing technical engineering expertise leadership across all asset types to the Development Engineering Team and working collaboratively with all Teams across Council.
- Delivering technical Engineering Assessments of resource consent applications for all asset types to the Decision Maker.
- Working collaboratively with the Engineering & Stakeholder Manager, other Asset Managers, Strategic Leaders, and Operational Teams to develop and deliver a cohesive engineering solution that meets both Council requirements and resource consent applicants' expectations at all stages of projects that will be delivered to Council.
- Granting Engineering Approval for all works to be undertaken as part of a resource consent.
- Delivering new assets to the Operational Team and providing technical support and guidance to the Development Engineers regarding Construction Monitoring.
- Delivering technical Engineering Assessments of PIM and Building Consent applications for all asset types to the Building Team and making recommendations regarding the acceptance of a proposal to the decision maker.
- Developing internal and external relationships and driving continuous improvement of processes to more effectively deliver for our communities.

The key areas of responsibility include;

Strategic Planning Input: Collaborate with the Engineering & Stakeholder Manager and Asset Managers to offer guidance and technical support regarding actual district growth. This involves assessing growth master plans, confirming capacity, and providing necessary information to Asset Managers regarding works commencing in the district as well as providing information from the Asset Managers and Operational Teams to resource consent applicants at all stages of the project delivery.

Pre-consent application advice: Represent the Engineering & Stakeholder Manager at meetings with potential developers and their consultants to discuss and provide technical guidance regarding the servicing and engineering requirements and/or challenges associated with a proposal with the intention of working collaboratively towards an acceptable solution for all stakeholders.

Resource consent approval: Review and assess the engineering component of resource consent applications to ensure that the proposal is acceptable to Council in principle. Ensure that Council's Bylaws, Engineering Code of Practice, and minimum level of service obligations can be achieved and work collaboratively with multiple departments across Council to get the best possible outcome for all stakeholders.

Engineering approval: Provide technical input and guidance for all Engineering Approval applications with the sole purpose of ensuring that all plans and technical design reports submitted for review and acceptance by Council conform to an engineering solution that meets the appropriate standards, resource consent conditions and benefits the community.

PIM and Building Consent Technical Input: Review and assess the impact of the proposed building consent on the existing infrastructure to ensure that the proposal is acceptable to Council in principle. Ensure that Council's Bylaws, Engineering Code of Practice, and minimum level of service obligations can be achieved and work with the Building Team to get the best possible outcome for all stakeholders.

Flood Assessment Certificates: Review and approve all technical reports and designs associated with Flood Hazard mitigation in accordance with the District Plan requirements. Make technical recommendations and come to appropriate solutions to set finished floor levels that will be applied to Building Consents.

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Asset Delivery: Act as the Engineering & Stakeholder Manager representative for all construction monitoring and quality assurance requirements associated with all resource consent projects to ensure that only high-quality assets are delivered to Council. Provide technical assistance to the other Development Engineering's where required to achieve this outcome and drive process changes where appropriate to achieve the best possible outcome for all stakeholders.

Engineering code of practice: Provide technical input into updating the Engineering Code of Practice. Constantly look for improvements to current practices and drive changes that will achieve better outcomes for all stakeholders.

Stakeholder engagement: Work constructively with the development community and internal Council teams to solve problems and get the best possible solutions for our communities. Resolve stakeholder concerns quickly and efficiently.

Direct reports: 1

Indirect reports: 0

Deliverables

Big Picture

- Have awareness of strategies, contribute to plans and KPIs for self, team and other teams as required
- Stay up to date with legislation and practices as appropriate to role
- Understand the intent/ethos of local government and the services provided by other parts of the Council
- Stay informed of organisational activities and decisions through being attentive to communications
- Show understanding and commitment to Te Tiriti o Waitangi (The Treaty of Waitangi) principles, know how these Principles are relevant to your work

Performance

- Achieve performance goals and expectations and follow leadership instruction on time and to a high standard consistently
- Report on progress to plan, and against own KPIs
- Take an active role in own goal setting, learning and development
- Correctly and appropriately use technology as required for role, including new technologies
- Contribute to the sustainability efforts and financial position of the Council through the responsible use of resources and equipment
- Comply with all legislation and Council policies
- Contribute to the sustainability efforts and financial position of the Council through the responsible use of resources and equipment
- Set a positive example for punctuality, attendance and work ethic

People & Culture

- Act in ways that align with and promote Council values
- Be a positive and constructive team member
- Collaborate on cross team/discipline projects and teams as required
- Constructively and successfully adapt to changes
- Take positive actions to keep self and others physically and psychologically safe and well
- Attend, be prepared for and engage constructively in all meetings
- Deliver exceptional customer service consistently (make every interaction count)
- Build effective, sustainable relationships at all levels
- Have consistently positive interactions externally and with Community Boards and Elected Members (as required for role)

Requirements for all staff

- Selwyn District Council honours Te Tiriti o Waitangi. We are committed to working with our Treaty partner to deliver on our obligations under Te Tiriti o Waitangi.
- Take all reasonable and practical steps to ensure the health and safety of yourself and others. Comply with any reasonable health and safety instruction, policy or procedure and ensure that all hazards, risks and incidents are reported using Vault.
- Actively participate in Performance Appraisals and complete a learning plan in conjunction with your manager.
- Maintain a strict sense of professional ethics, maintaining confidentiality and privacy as per the Privacy Act and abiding by Council Policies.
- Be responsible for meeting the provisions of the Public Records Act 2005 (PRA) and the Local Government Official Information and Meetings Act 1987 (LGOIMA) in respect of Council information, and for following related Selwyn District Council policies and processes.

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Emergency Management requirements for all Council Staff

- Selwyn District Council has a legislative responsibility to respond to an adverse event occurring within our communities. As such, any staff member may be required to assist the Emergency Management Team respond to such an event. Family circumstances and BAU roles will be taken into account.
Required assistance may include:
 - Coordination of emergency services and lifeline providers within the community during a civil defence emergency or adverse event.
 - Respond to civil defence emergencies or adverse events wherever possible and if it is safe to do so.
 - Participate in any required Civil Defence exercises to ensure that essential services are maintained.

Authorities

- Authorised to commit the Council to a course of action by signing external correspondence within approved delegation levels. For courses of action which will exceed the delegation levels, this must be done in conjunction with your manager.
- Comply with all other relevant sections of the Delegations and Policies manuals and their amendments.

Skills and Experience

Essential	Desirable
<ul style="list-style-type: none"> • Extensive (10 years or more) experience with engineering design and report review across multiple disciplines • Extensive (10 years or more) experience with design/construction standards and specifications • Extensive (10 years or more) experience with managing relationships across a variety of stakeholders (consultants, developers, customers, contractors) • Extensive (10 years or more) design and/or construction experience • Accurate analyses of numerical data, verbal data and all other sources of information. Strong understanding of digital ways of working, with experience of using technology to achieve effective outcomes, high level of digital literacy • Eye for detail and detail orientated • Willingness to learn and adapt to new and constantly changing working environments • Confidentiality and excellent verbal and written communication skills • Demonstratable Engineering Problem Solving Skills Across Multiple Engineering Disciplines 	<ul style="list-style-type: none"> • Local Government experience. • Working knowledge of relevant standards and legislation (NZS4404, the Resource Management Act, NZS5828, etc.) • Experience with resource consenting • Experience producing and reviewing quality assurance documentation for compliance • Proven design experience. • Asset Management Experience

Key relationships

External	Internal	Committees/groups
Te Taumutu Rūnanga	Chief Executive	Committees of Council
Te Ngāi Tūāhuriri Rūnanga	Executive Leadership Team	Business organisations and networks
Council customers	Council staff	Special interest groups and committees
Selwyn residents	Mayor	
External contractors	Elected Councillors	
Territorial and Regional Authorities	Elected Community Board Members	
Government Agencies (incl MfE, MBIE, Work safe NZ, Ministry of Justice, Police, ACC)		
Greater Christchurch Partnership		
Non-government agencies		

Individual Contributor Competencies



Eats problems for breakfast. When faced with a new situation or setback, uses initiative and takes appropriate action.



Does Change Well. Is open-minded about change and prepared to adapt. Moves forward positively and constructively.



Builds Togetherness. Is equally open and friendly with all people, and respectful of individual differences. Works effectively in teams.



Rocks the messaging. Keeps those who need to know 'in the know'. Communicates clearly and appropriately.



Tackles the tough stuff. Prepared to constructively share an opinion and get involved in conversations on challenging matters. Takes ownership of mistakes.



Delivers the goods. Reliable, conscientious, disciplined and organised. Delivers to a manageable high standard consistently.



Brings out the best. Enjoys learning and improving their skills to be the best they can be. Embraces opportunities to identify and address development needs. Recognises and celebrates the achievements of others.



Sets the tone. Can keep functioning and stay calm when under pressure. Is a positive influence in the team.

Education, Qualifications, Memberships

Essential	Desirable
<ul style="list-style-type: none">NZ Bachelor of Engineering (Civil or Natural Resources) or an equivalent international qualification.Current full drivers licence	<ul style="list-style-type: none">Chartered Professional Engineer

The information contained in this position description is intended to describe the general nature and level of work being performed. It is not intended to be an exhaustive list of all responsibilities, duties and skills required of the position and incumbent. From time to time it may be necessary to consider changes to the position description in response to the changing nature of our work environment.