

About Us

We are proud of what we achieve for our community, and we empower and value our staff by recognising achievements and delivering on our promises. We are respectful, innovative and easy to do business with and we engage our community to inspire progress and build a future. We enjoy what we do!

About the Opportunity

Reporting to the General Manager, Strategy & Corporate you will be responsible for the development and management of Council's employment lifecycle. This a key element of the efficient and effective delivery of the Strategic Plan and Council's Annual Business Plan and budget, with a particular emphasis on building capability within the organisation to achieve outcomes.

You will be responsible for the following areas: Organisational Development; Workplace Relations; Recruitment & Selection; Workforce Planning; Quality Working Culture; WHS and Return to Work.

A key component of the position will be the provision of expert high-level advice, support and guidance in relation to all aspects of people and culture management including recruitment and selection; employee/industrial relations; organisational development and workforce planning. You will lead a business partnership model to support the Leadership Team by coaching, guiding and training Managers with skills and techniques to enable them to achieve key people and management goals.

This is a fixed term position for 3 years.

The right person will have skills and experience in the following:

- Qualifications in Human Resource Management or significant related experience
- Resource management, mentoring and coaching individuals to deliver quality outcomes
- Expert consultancy service for all aspects of the employment lifecycle including WHS and Return to Work
- Industrial relations and negotiation of enterprise agreements
- Investigating sensitive and complex employee relations matters
- Microsoft Office and corporate digital applications
- Unencumbered Australian drivers licence

What we offer:

- Flexible working options
- Career development opportunities
- Health and wellbeing programs
- Attractive and competitive remuneration
- Recognition of achievements
- Vehicle Salary Packaging
- Paid parental and partner leave
- Employee Assistance Program

To enquire and apply:

To find out more about the role contact Sharon Wachtel, General Manager Strategy & Corporate through her Executive Assistant on 8229 9911.

Head to www.holdfastbaycareers.com.au to review the Position Description before you submit your application.

Email the following to careers@holdfast.sa.gov.au:

- Your Resume
- A cover letter of up to 2 pages, telling us about yourself and how your qualifications, experience and skills relate to this role

Please quote reference no. 12/25 on your application.

Only applicants who address and meet the essential criteria in the Position Description will be considered.

Applications close at 5pm on 23 April 2025.

Candidates will be required to undertake DHS Screening.