



Position title	Senior Policy Officer
Position number	PN923
Classification	APS6
Location	Townsville, QLD
Salary	\$94,563 - \$106,775 PA (NB employees ordinarily start on the base salary and then advance to the top pay point over time as per the Enterprise Agreement)
Employment type	Non-ongoing - Specified term to 24 December 2026; Full-time
Security level	Baseline
Section	Marine Park Policy and Planning
Branch	Major Projects
Contact officer	Jana Hazelman, Assistant Director Marine Park Policy, Ph. 0499 643 434

The Organisation

The Great Barrier Reef is a World Heritage listed tropical marine ecosystem of 3000 individual coral reefs, deep shoals, seagrasses and mangrove systems that support many thousands of marine species. Bigger than Italy, it stretches 2300 kilometres along Australia's Queensland coast. It is the Sea Country home for about 70 Traditional Owner groups whose connections with the Reef go back more than 60,000 years. The Reef inspires awe in two million tourists every year, supports approximately 64,000 jobs and contributes over \$6 billion a year to the Australian tourism economy.

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

The Position

We are seeking a natural resource management or government policy or spatial planning professional to join our team. You will help develop and implement Marine Park / marine protected area policies and marine spatial plans under limited direction with reasonable autonomy and accountability.

As part of the planning team, you will provide high level support and technical advice on Marine Park planning matters and assist with the development and amendment of management plans and strategies for the management of the Great Barrier Reef Marine Park. This role may have a considerable level of public contact in relation to difficult or sensitive issues and may liaise with a range of stakeholders in a representational capacity.

You will be a team player, working closely and collaboratively with other areas of the Reef Authority, the Australian and Queensland government's Reef Joint Field Management Program, Traditional Owners and other State and Commonwealth government partner agencies as well as a diverse network of stakeholders.

Where the role fits

The Major Projects Branch is focused on turning knowledge into impact - bridging science, people, and practice to drive confident action and real-world change. Our work is delivered in partnership with Traditional Owners, community, and key stakeholders to conserve the outstanding universal values of the Reef and enable ecologically sustainable use of and access to the Great Barrier Reef Marine Park.

The Policy and Planning section is responsible for Marine Park planning and Marine Park policy and regulation. In particular, the section is responsible for delivering a contemporary policy, planning and regulatory framework that protects key values and enables ecologically sustainable use of the Marine Park.

The Person

The suitable candidate will be agile and adaptive in the way they work, open to change and willing to explore innovative ways of working. When you work for us, you understand that leadership exists at all levels and you display this at all times. You work collaboratively to deliver results and display the personal drive and integrity expected of an Australian Public Service (APS) employee.

- ✓ You have experience in the development and application of policy and/or spatial planning management, ideally in an environmental management / marine protected area context.
- ✓ You will have excellent communication, relationship and stakeholder management skills and enjoy being part of a cohesive team.
- ✓ You understand the need for exploring innovative policy and regulatory solutions while appreciating the reasons for existing policy and legislation.
- ✓ You thrive under pressure, have an eye for detail, and don't get flustered when faced with competing priorities.
- ✓ You seek to work collaboratively and are committed to seeing things through, and can prioritise and align operational activities to organisational objectives.

First Nations People are strongly encouraged to apply for this role.

Duties

1. Provide project management skills that support successful outcomes and delivery in a strategic but dynamic environment, with the application of knowledge and compliance with legislative, financial and administrative frameworks, government decision-making processes, and agency guidelines and regulations.
2. Develop and implement spatial management strategies, policies and enabling legislation that provide for the long-term protection and conservation of the Great Barrier Reef as well as allowing for ecologically sustainable use.
3. Work collaboratively to achieve Reef Authority goals by engaging effectively with internal and external stakeholders to achieve Reef Authority goals on strategic concepts, including with Queensland Government agencies to ensure alignment with joint permitting and joint field management arrangements.
4. Manage a small team of staff to deliver on the strategic objectives of the Marine Park Policy and Planning section.
5. Advise on the application of Marine Park legislation, plans, policies and procedures and prepare high quality written material and reports, including the provision of expert, timely, practical, transparent and risk-based advice to management.
6. Actively participate, as part of a committed team member, to the work of the Policy and Planning Section, including contributing to delivering the broader Reef Authority's corporate objectives.
7. Be responsible for managing work priorities and monitoring progress to achieve results, demonstrating the ability to be agile and responsive to changing requirements.

As an APS employee you may be reassigned to a different set of duties at the same classification level at the discretion of the agency head (CEO), taking account of operational requirements in the agency.

Core Accountabilities

As an employee of the Reef Authority, you will have the following core accountabilities where:

1. You will take responsibility to ensure that you are fit for duty, taking reasonable care for your own health and safety and that your acts or omissions do not adversely affect the health and safety of others in the workplace. You will contribute to the effective implementation of the Reef Authority's work health and safety (WHS) Policy and Manual and comply with the WHS Codes of Practice and legislation.
2. You will uphold the APS Code of Conduct, the APS Values and the APS Employment Principles, comply with relevant legislation, and observe the policies and procedures of the Reef Authority as in force from time to time.
3. You will model and uphold the Reef Authority's behaviours that will deliver our ideal culture:

We are **ONE GBRMPA**

We are an inclusive community of diverse individuals, working collaboratively with trust and respect to achieve the Authority's shared purpose.

We are **PROFESSIONAL**

We are committed, professional public servants who are accountable and transparent, always acting in the best interests of the Authority.

We **DELIVER**

We deliver meaningful and measurable outcomes by setting clear and achievable goals, managing risk effectively & accepting shared responsibility for results.

We **STRIVE** for **EXCELLENCE**

We bring our experience, skills and knowledge to everything we do and are committed to professional growth.

Eligibility requirements & qualifications

Applicants **must**:

1. Be an Australian citizen at time of applying for position.
2. Be able to obtain and maintain a Baseline security clearance, failure to do so will result in termination of employment.
3. Be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service, if you are deemed to be the successful candidate.

Desirable qualifications or equivalent experience

- Experience or relevant tertiary qualifications in natural resource management, policy and/or planning.
- Knowledge of the multiple uses of, and the management framework for, the Great Barrier Reef Marine Park and World Heritage Area.
- Hold and maintain a current unrestricted Australian driver's licence.
- Have the ability to travel – sometimes overnight or for multiple days.

Preparing your application

Please ensure you read the instructions carefully, noting failure to address identified requirements may lead to your application being deemed ineligible.

You will be required to prepare a response document ("pitch") in MSWord or PDF format using standard margins and size 11 Arial font.

Please prepare a 'pitch', which does not exceed **two** pages, in relation to the advertised role, outlining:

1. how your experience, abilities, knowledge and personal qualities would enable you to perform the duties and meet the technical and behavioural capabilities of the role.
2. any specific examples or achievements that demonstrate your ability to perform the role.
3. how you meet the eligibility requirements and qualifications for the position.

When you include an example, you should explain:

- ✓ your personal role in the task.
- ✓ the methods you used.
- ✓ any barriers you were able to overcome, and
- ✓ the outcome.

When crafting your response, we encourage you to review '**Cracking the Code**' and the relevant **Australian Public Service Work Level Standards** which can be found on the Australian Public Service Commission website: www.apsc.gov.au

Your application must include:

1. your 'pitch' (as described above).
2. proof of Australian citizenship.
3. a current curriculum vitae (resume) that includes:
 - ✓ an outline of your career history.
 - ✓ qualifications and/or formal/informal training relevant to the position.
 - ✓ contact details for at least two recent referees, one of whom should be your current supervisor.

Applicants are advised to read further information provided on the [Great Barrier Reef Marine Park Authority Careers website](#).

To apply for this position, please see the vacancy listing on [The Reef Authority's Career Portal](#).

PLEASE NOTE: - The panel may not consider additional information such as a cover letter or content exceeding the page limit.

Position description approved by:

Fiona Macdonald

Director – People Services

19/11/2025