

## Position Description

### Position Details

<b>Title:</b>	Manager, Urban Renewal
<b>Name:</b>	-
<b>Division:</b>	Strategy and Development Team, Sydney Anglican Property (SAP)

Relationships	
<b>Direct Managers</b>	Senior Manager, Strategy and Development
<b>Direct Reports</b>	
Key Internal Relationships	Key External Relationships
<ul style="list-style-type: none"> <li>• Sustainable Development Group (SDG)<sup>1</sup></li> <li>• Other SAP Managers (Greenfields, Parish Property Services, Communications, Insurance and Commercial Property)</li> <li>• SAP Senior Leadership Team</li> <li>• SAP team members</li> </ul>	<ul style="list-style-type: none"> <li>• Ministry Staff and Office Bearers (Wardens and Parish Council) in the Sydney Anglican Diocese.</li> <li>• Sustainable Development Group (SDG)</li> <li>• Private-sector consultants engaged on URPP (Urban Renewal Pilot Program)</li> </ul>
<p><b>Role of the Strategy and Development team</b></p> <p>The overall purpose Strategy and Development team in SAP is to support local Anglican churches by planning and providing great ministry infrastructure that enable local churches to implement their Ministry and Evangelism plans. We do this so that more people would be able to meet the real Jesus.</p> <p>In pursuit of this aim, we're delivering the <a href="#">Urban Renewal Pilot Program</a> (URPP) in collaboration with <a href="#">Sustainable Development Group</a>. This is one of our key Urban Renewal initiatives. Please refer to the <a href="#">strategic business plan</a> for more detail on the URPP and our other urban renewal initiatives.</p>	
<p><b>Primary Purpose of this role</b></p> <p>The Manager, Urban Renewal, supports the Strategy and Development Team by:</p> <ul style="list-style-type: none"> <li>• acting as a key operational contact within SAP for the Urban Renewal Pilot Program (URPP).</li> <li>• working closely and cooperatively with our partners at SDG to support efficient and effective delivery of urban renewal projects.</li> <li>• develop and deliver project-specific approvals strategies to secure the necessary consent for URPP projects.</li> </ul>	

<sup>1</sup> Sustainable Development Group (SDG) are a Christian not-for-profit buildings and property advisory group working under a formal collaboration agreement with the Growth Corporation to deliver the Urban Renewal Pilot Program (URPP).

- coordinating with SDG on the triage of new projects into the Urban Renewal Pilot Program
- preparing strategic property assessments of land relevant to Sydney Anglican Property
- contributing to the Diocesan and Regional ministry-led buildings and property strategies
- delivering and implementing the Urban Renewal initiatives in SAP's Strategic Plan. Specifically, these initiatives focus on:
  - refining systems, processes, and policies to improve the quality, speed and impact of the URPP projects.
  - supporting communication initiatives that are associated with the URPP.

(Note: There is also opportunity to contribute to SAP's Greenfields projects in this role).

Key Result Areas (KRAs)	How are they delivered	How are they measured
<b>Organisational Values</b>	<ul style="list-style-type: none"> <li>• Model the organisational values of Sydney Anglican Offices at all times.</li> <li>• The team values of the Strategy and Development team are:                             <ul style="list-style-type: none"> <li>○ Kingdom focused</li> <li>○ personal and corporate integrity</li> <li>○ collaborative</li> <li>○ innovative &amp; possibility oriented</li> <li>○ delivery-driven excellence</li> <li>○ stewardship mentality.</li> </ul> </li> </ul> <p><i>Note: More details on these values are found in the 2023-2025 Strategic Plan.</i></p>	Personal reflection, feedback.
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Provide project leadership and guidance to the project teams.</li> <li>• Train other staff in basic property, planning, development and project delivery skills.</li> <li>• Lead several project-based teams that are resourced by a flexible pool of SAP team members.</li> </ul>	Team feedback
<b>Key teams</b>	<ul style="list-style-type: none"> <li>• Collaborate closely with SDG.</li> <li>• Lead SAP-based project teams relating to Urban Renewal tasks</li> <li>• Member of Strategy and Development Team</li> <li>• Member of SAP Staff Team</li> </ul>	Annual 360 degree review + ¼ly check ins.
<b>Innovation</b>	<ul style="list-style-type: none"> <li>• Support a culture of innovation within the organisation, encouraging the development of new approaches, emerging technologies and value-adding services.</li> <li>• Contribute to the Strategy and Development Team by identifying and adopting innovative ways of working to progress the team objectives.</li> </ul>	As opportunities arise
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Provide regular updates to the Senior Manager, Strategy and Development.</li> </ul>	Feedback from SAP SLT

	<ul style="list-style-type: none"> <li>• Provide input into Board and Committee reports on progress against strategic priorities.</li> <li>• Collaborate with the SAP Senior Leadership Team when joint input is required</li> </ul>	
<b>Urban Renewal Projects</b>	<ul style="list-style-type: none"> <li>• Implement the Urban Renewal initiatives in the SAP Strategic Business Plan. These specifically relate to:               <ul style="list-style-type: none"> <li>○ Supporting the continued growth of the URPP and focusing on the delivery of projects.</li> <li>○ Developing a diocese-wide urban renewal strategy.</li> <li>○ Undertaking a structured review process of the URPP to date to identify learnings and new directions.</li> <li>○ Supporting SDG in the signing-up of development partners.</li> <li>○ Assisting the URPP's transition from 'strategic planning' to delivery.</li> </ul> </li> <li>• Supporting the successful delivery of the URPP will also involve:               <ul style="list-style-type: none"> <li>○ Refining internal systems and processes relating to the URPP projects.</li> <li>○ Refining the ways and means of communicating of the URPP to key stakeholders.</li> <li>○ Sitting on at least 2x 'Project Control Groups' that provide oversight to specific URPP projects.</li> <li>○ Understanding market trends and analysing Government plans and policies that affect the URPP.</li> </ul> </li> </ul>	See above.
<b>Greenfields Projects</b>	<ul style="list-style-type: none"> <li>• Willingness to assist the Manager, Greenfields, by providing advice on potential income-generating uses or property strategies for Greenfield sites.</li> </ul>	As opportunities arise.
<b>Special projects</b>	<ul style="list-style-type: none"> <li>• At the discretion of the Senior Manager, Strategy and Development, you may be assigned to other projects of strategic importance to SAP.</li> </ul>	See above.
<b>Stakeholder management</b>	<ul style="list-style-type: none"> <li>• Cultivate and maintain strong relationships with the teams of SDS (For example: Registry, Legal and Finance).</li> <li>• Support collaboration between SAP, SDG, Anglicare, ENC, partners and other relevant organisations.</li> <li>• Maintain positive relationships with government contacts, agencies and industry bodies.</li> </ul>	See above.

	<ul style="list-style-type: none"> <li>When required, support the Senior Manager, Strategy and Development, by attending meetings or fulfilling duties on their behalf.</li> </ul>	
<b>Working Safely</b>	<ul style="list-style-type: none"> <li>Work in a safe manner, complying with the policies and procedures of Sydney Anglican Offices in relation to work health and safety.</li> <li>Report all hazards and incidents in accordance with the appropriate policies and procedures.</li> <li>Lead the Urban Renewal Projects in ways that promote physical and psycho-social safety.</li> </ul>	Compliance review
<b>Annual Objectives</b>	<ul style="list-style-type: none"> <li>Meet any annual goals or objectives agreed with the Senior Manager, Strategy and Development through ¼-ly performance meetings.</li> </ul>	Progress tracked by annual goal setting process with quarterly check-ins.
<b>Professional Development Plan</b>	<ul style="list-style-type: none"> <li>Prepare an annual Professional Development Plan for approval.</li> <li>Attend all required training as agreed.</li> </ul>	Progress tracked against Professional Development Plan.

<b>Capability Profile</b>	
<b>Required Experience</b>	<ul style="list-style-type: none"> <li>5+ years of experience in a built environment profession with multidisciplinary experience in areas such as urban planning, project management, architecture, engineering, or property development (or similar).</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>Knowledge of development consent pathways in the NSW Strategic Planning Framework. This requires a detailed understanding of Development Applications, Planning Proposals, Planning Panels, State Significant Development Pathways, State Environmental Planning Policies, Exempt and Complying Code etc.</li> <li>Proven ability to deliver high-quality work within specified budgets while managing competing deadlines.</li> <li>Experience engaging with senior decision makers in the public or private sector, not-for-profit or faith-based organisations.</li> <li>Experience managing high-performance teams.</li> </ul>
<b>Competencies required</b>	<ol style="list-style-type: none"> <li>a results-oriented property professional <ul style="list-style-type: none"> <li>A 'possibility thinker' with problem solving skills to tackle complex issues and to persevere in creatively overcoming obstacles.</li> </ul> </li> <li>a confident and natural communicator <ul style="list-style-type: none"> <li>An active listener who is able to translate complex ideas into</li> </ul> </li> </ol>

	<p>plain-English and can tailor their communication style based on audience and context.</p> <p>3. a relationship building collaborator</p> <ul style="list-style-type: none"> <li>• Able to build and maintain positive relationships with a diverse range of people. This requires strong people-skills to understand and respond to different stakeholders.</li> <li>• Confident to negotiate well with internal and external stakeholders.</li> </ul> <p>4. a focused executor of plans</p> <ul style="list-style-type: none"> <li>• Strong skills in task prioritization and planning, time management, personal organisation and delegation.</li> <li>• A focused commitment to concurrently delivering multiple projects and deadlines.</li> </ul> <p>5. a person of high emotional intelligence</p> <ul style="list-style-type: none"> <li>• Able to manage high-pressure situations and feels comfortable to constructively resolve conflict and mediate between different perspectives.</li> <li>• Ability to bounce back from setbacks, maintain determination and adapt the approach to achieve the necessary outcome.</li> </ul>
<p><b>Christian Commitment</b></p>	<ul style="list-style-type: none"> <li>• A demonstrated Christian faith that shapes, informs and integrates with your approach to work.</li> <li>• Aligned with the principles and values of the Anglican Church in the Diocese of Sydney, ideally a member of an Anglican church</li> </ul>

## ORGANISATION VALUES



### RESPECT

Inspired by Christ's humility, we always treat people with the dignity and care that is due to them as image-bearers of God.

*Show proper respect to everyone, love the family of believers, fear God – 1 Pet 2:17*



### INNOVATE

We continually look for better ways to serve with the resources God has given us.

*Each of you should use whatever gift you have received to serve others, as faithful stewards of God's grace in its various forms – 1 Pet 4:10*



### COLLABORATE

We seek and value the input of others to better meet the needs of those we serve.

*God has placed the parts in the body, every one of them, just as he wanted them to be [for] there are many parts but one body – 1 Cor 12:18 & 20*



### CELEBRATE

We reflect on our achievements and efforts with a spirit of joy and thankfulness to God.

*I thank my God every time I remember you [and] I always pray with joy because of your partnership in the gospel – Phil 1:3-5*



### DELIVER

We are focused on providing outcomes that meet the expectations of our stakeholders.

*Always give yourselves fully to the work of Lord, because you know that your labour in the Lord is not in vain – 1 Cor 15:58*

## ACCEPTANCE

Employee Name:

Signature:

Date: