

JOB PROFILE FORM

1. JOB DETAILS

WAP (Admin ONLY):

Position Title: Senior Investment Planner – Treatment and Land

1. Investment Senior Planner – Treatment & Land
2. Investment Senior Planner – Water
3. Investment Senior Planner – Sewer

Unit: Asset Lifecycle Planning

Division: Investment Planning

Group: Asset Services

Reports to (Name / Title): Investment Planning Manager

Number of Direct Reports: 0

Budget Mgt Accountability (Opex & Capex Amounts): 0

2. WHAT DOES THIS JOB DO?

Job Purpose:

Reporting to the Team Manager, the Senior Investment Planner – Treatment and Land plays a critical integrative role in translating Yarra Valley Water's long-term aspirations, risks, and opportunities into adaptive, sequenced pathways for service evolution. This is delivered through the development of integrated, adaptive and value-driven service and investment plans that align to our strategic outcomes and deliver on corporate, regulatory and environmental commitments. These plans are grounded in sound asset knowledge and integrate strategic, tactical and operational insights. These plans will also be continuously refined to ensure they remain responsive to evolving conditions, emerging risks, and long-term service needs.

This role ensures the organisation remains investment-ready and well-positioned to make timely, informed decisions that support major transitions—such as population growth, digital transformation, and decarbonisation. By aligning strategic intent with practical planning, the role helps guide YVW toward resilient, future-focused service outcomes.

Responsibilities:

Accountabilities (What the Investment Senior Planner is answerable for)

- Ensuring service and investment plans are aligned with corporate, regulatory, and environmental commitments
- Delivering value-driven, adaptive plans that support long-term resilience and strategic outcomes

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- Support the honouring and healing of Country by incorporating cultural knowledge and nature base solutions into daily work practices and engaging respectfully with Traditional Custodians in the areas where services are delivered.
- Apply and contribute to the ongoing improvement of the asset management framework to support effective planning, enhance asset performance, and ensure reliable delivery of water and sewerage services.
- Providing decision-makers with the information required for timely, informed investment decisions
- Provide timely input and feedback on changes to relevant laws, standards, and industry guidance in the relevant planning area to ensure organisational alignment and compliance.

Responsibilities (What the Investment Senior Planner is expected to do day-to-day)

- Develop, own, and maintain long-term Service (Master) Plans that guide infrastructure and service evolution.
- Lead the development and application of investment models to support prioritisation and sequencing of capital and operational investments.
- Drive renewals planning and Integrated Water Management (IWM) strategies to ensure sustainable and resilient service delivery.
- Ensure alignment between service planning, asset strategies, and investment readiness to support timely and effective decision-making.
- Analyse risks, trends, opportunities, and future service needs to inform planning
- Apply data and evidence to support business cases and planning proposals
- Collaborate with internal stakeholders to integrate technical, environmental, and customer insights into planning processes.
- Monitor and adapt plans in response to emerging risks, opportunities, and strategic shifts.
- Report progress and updates to the Team Manager
- Participate in strategic initiatives and contribute expertise to planning discussions.
- Take ownership of identifying opportunities for continuous improvement and actively contribute to implementing changes that enhance team performance and organisational outcomes.

For identified priority sites, work with key internal and external stakeholders to:

- Understand the opportunities and constraints (both operational and contextual)
- Identify and engage with potential project partners and stakeholders
- Articulate a collaborative vision and concept options
- Carry out site investigations and concept design process
- Develop preferred option or adaptive pathways for site
- Identify governance and funding options, develop preferred management option
- Apply risk management framework to plans
- Identify statutory planning requirements and optimal pathways (and progress approvals where needed before transition to detailed design and delivery)
- Ensure ongoing collaboration with impacted staff and stakeholders
- Develop business case and gateway documentation, report to strategy and executive teams

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- Transition projects within the business for functional design, detailed design and delivery (with management support)
- Build and maintain relationships with a range of internal stakeholders regarding land use planning, including YVW management, network sites team, asset planning teams, asset delivery, operational teams and strategy and community teams.
- Build and maintain relationships with a range of external stakeholders regarding land use planning, including Local Government, Melbourne Water and other Water Authorities, Traditional Custodians, DEECA, research institutions, other utilities and relevant statutory authorities.

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3. WHAT ATTRIBUTES ARE REQUIRED TO UNDERTAKE THIS JOB?

3A. WHAT KEY SKILLS OR EXPERIENCES ARE REQUIRED TO COMPLETE THIS JOB?

Skill/ Experience	Level of Skill/ Experience i.e. Basic / intermediate/ Advanced	Years of Experience (optional)
Demonstrated understanding of desired 2030 Strategy environmental and community outcomes, including climate change adaptation and mitigation, biodiversity restoration, circular economy principles, traditional owner inclusion and community partnerships	Intermediate	5 (+education)
Demonstrated ability to build and maintain collaborative partnerships with a range of stakeholders (or applicable skills)	Advanced	5+
Demonstrated ability to manage design consultants and translate technical knowledge across project stakeholders (or applicable skills)	Advanced	5+
Demonstrated competency in risk assessment, mitigation and management (or applicable skills)	Intermediate	3-5
Demonstrated competency in managing statutory approvals and understanding planning regulations (or applicable skills)	Advanced	5+
Comfortable working in uncertainty without defined processes	Intermediate	3-5
Demonstrated cultural competency in working with Traditional Custodians (or applicable skills)	Intermediate	3-5

3B. WHAT ARE THE CRITICAL PERSONAL ATTRIBUTES REQUIRED FOR THIS JOB?

Personal Attributes <i>i.e., such as resilience, emotional intelligence</i>	Flexible Adaptable Resilient Approachable Accountable Pragmatic Problem Solver
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3C. WHAT ARE THE KEY PHYSICAL, OR ENVIRONMENTAL REQUIREMENTS OF THE ROLE?

Key requirements <i>i.e. required to lift heavy boxes</i>	Hybrid working - meeting stakeholders, leaders and impacted teams at the Mitcham office and at other sites as directed (e.g. treatment plants) to build a strong understanding of the YVW "business" and to develop effective relationships with stakeholders.
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Note: some field-based roles will need to complete additional requirements for the role (Complete this form here)

4. WHAT CAREER PATH IS POSSIBLE IN THIS ROLE

Role before (Name, Team, Division)	Investment Planner Delivery & Optimisation Planner Operations Engineer Operations technician
Role after (Name, Team, Division)	Sewer & Treatment Specialist Team Leader, Investment Planning Team Leader, Planning & Optimisation

5. CHECKPOINT

Is this a <i>Critical Worker</i> role requiring an AusCheck	☒ No ☐ Yes
Does this role require	☐ Police check ☐ Working with children ☒ Victorian Drivers License
Comments	