

Position Description

Position Title	Economist
Portfolio	Policy
Reports To	Executive Manager Policy
Employment Type	Full-time
Location	West Leederville

Team Overview

The Economic Policy and Development Team undertake economic research and analysis, policy development and advocacy to support member capacity, decision making and economic development and ensure that WALGA's policies are informed by sound economic principles, data and evidence.

Position Purpose

The Economist undertakes economic research, analysis and policy development to support members with information and advice to assist decision making and ensures that WALGA's policy development and advocacy are informed by sound economic principles, data and evidence. This position is responsible for providing economic information, insights and advice to support members with budget, financial management, strategic planning and related issues.

Key Accountabilities

Economic research, analysis and policy development	<ul style="list-style-type: none"> • Conduct complex research, analysis and reporting on economic reform, economic development, Local Government finances and related Local Government issues. • Prepare high quality briefings, reports, discussion papers, thought leadership papers and submissions on economic conditions, trends, economic reform, Local Government finances and related Local Government issues. • Undertake analysis of demographic, economic and Local Government and leverage WALGA data to inform and strengthen policy work, member resource development and strategic projects. • Contribute to the development of evidence based policy and positions across relevant economic and Local Government issues.
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	<ul style="list-style-type: none"> • Develop economic resources and tools to assist and inform Local Governments. • Monitor and report on trends in key economic indicators, including managing and reporting on the Local Government Cost Index. • Assist Local Governments in accessing State and Commonwealth funding by providing relevant economic analysis and advice. • Collaborate with other business units to provide economic analysis and advice that strengthens policy and advocacy positions, reports and other organisational documents.
Representation	<ul style="list-style-type: none"> • Promote and represent WALGA's economics work and the interests of Local Government, including at meetings, forums, committees and working groups. • Develop and leverage external stakeholder networks. • Report back on potential issues and relevant matters to Manager and key stakeholders.

Key Relationships

Who	Why
Internal	
Manager Economic Policy and Development	<ul style="list-style-type: none"> • Escalate issues, make suggestions and provide updates. • Receive advice and report on progress towards business objectives and future directions. • Provide expert advice and contribute to decision making. • Identify emerging issues/risks and their implications and propose solutions.
Team	<ul style="list-style-type: none"> • Support a positive environment through teamwork, sharing knowledge and supporting colleagues.
Stakeholders	<ul style="list-style-type: none"> • Provide expert advice on a range of project related issues and strategies. • Foster collaboration and optimise engagement to achieve defined outcomes. • Manage expectations and resolve issues.
External	
Stakeholders	<ul style="list-style-type: none"> • Establish and leverage professional networks and relationships to maintain currency of issues, share ideas and learnings and collaborate on common responses to emerging and/or developing issues. • Undertake consultation. • Monitor, direct and address enquiries. • Engage in, consult and negotiate the development, delivery and evaluation of projects and policies.

Supplier/Service Providers and Consultants	<ul style="list-style-type: none"> • Communicate needs, manage expectations and resolve issues • Facilitate routine business transactions. • Negotiate contracts and service agreements for management approval.
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Key Competencies

Knowledge and Experience	<ul style="list-style-type: none"> • Tertiary qualification in Economics or a closely related discipline with substantial economics content. • Demonstrated experience in: <ul style="list-style-type: none"> ○ undertaking economic research, analysis and reporting ○ developing strategic insights through data analysis ○ providing advice to senior executives ○ preparing briefings, discussion papers, thought leadership pieces, policy positions and submissions ○ delivering presentations ○ undertaking consultation ○ managing projects in terms of budgets, timelines, risk, and stakeholders. • An understanding of contemporary issues in the Western Australian and Australian economies.
Skills	<ul style="list-style-type: none"> • Analytical and Strategic Capability <ul style="list-style-type: none"> ○ highly developed conceptual, research, and qualitative and quantitative analysis skills ○ demonstrated ability to translate complex economic and financial data and policy information into clear, concise and accurate advice tailored to stakeholder needs • Communication <ul style="list-style-type: none"> ○ highly developed written and verbal communication skills, including the ability to: ○ prepare high quality reports, papers, policies, submissions and correspondence. ○ develop compelling insights through high-quality data visualisation and narrative communication. ○ deliver engaging and influential presentations. • Engagement <ul style="list-style-type: none"> ○ highly developed interpersonal skills, with the ability to influence internal and external stakeholders to achieve outcomes. ○ ability to effectively engage and consult stakeholders. • Project and Team Capability <ul style="list-style-type: none"> ○ ability to apply project management principles and techniques. ○ a proven ability to actively participate in, and contribute to, team outcomes. • Organisational Skills <ul style="list-style-type: none"> ○ highly developed organisational skills with the ability to manage multiple issues and maintain high quality work during periods of high workload.

Behaviours	<ul style="list-style-type: none"> • Willingness to travel to visit regional members and attend/ present at relevant intrastate meetings and conferences with some out of hours work. • Set a tone of integrity and professionalism within WALGA and in dealings external to WALGA. • Facilitates and negotiates collaborative outcomes internally and externally. • Identifies and evaluates innovative solutions to resolve complex problems. • Incorporates future thinking into planning and develops innovative approaches to achieve long-term objectives. • Provides insights and recommendations that shape decision-making processes. • Uses a customer-centric approach to anticipate and meet the evolving needs of members and stakeholders. • Create a culture of partnership and collaboration within the organisation and external stakeholders. • Show an awareness of the principles of Workplace Health & Safety and apply them by taking care and being alert about issues in the workplace. • Foster a culture of openness and support regarding mental health and well-being, encouraging employees to seek help when needed.
Values	<p>Ability to demonstrate and apply WALGA's values:</p> <ul style="list-style-type: none"> ○ Respect - We act honestly, with integrity and respect. ○ Excellence - We strive for excellence and an environment of continuous improvement. ○ Accountability - We take responsibility and work openly and transparently. ○ Collaboration - We value strong relationships and partnerships. ○ Curiosity - We encourage a spirit of enquiry, and an innovation mindset.