Sydney WATER

Job Profile

First Nations Strategy Specialist

Group: People & Governance

Job Summary

To be completed by People and Culture team			
Job Family	Strategy, Change & Planning	**Career Stage**	D
Job Function	Business Planning and Strategy	**Career Stream**	Professional
Coverage EA = Enterprise Agreement ICE = Individual Contract of Employment	EA14	**Last Modified Date**	5/05/2026
To be completed by Manager ~ (Team Size relates to People Leadership)			
Work Environment	Hybrid	**Team Size**	0
People Leader	No	**Indirect Team Size**	0

Who we are

At Sydney Water, we exist for our customers. We're more than 3,500 people working together, striving to do more and be better—better for the environment, our customers, our people, and our water. Our people are passionate about working together, and driving agility, accountability, innovation, sustainability, and exceptional customer experiences.

Sydney Water is the main provider of water, wastewater, recycled water, and stormwater services in Greater Sydney. Our employees are dedicated to our customers, ensuring services are reliable and affordable, we are proactive and easy to engage with, forward-thinking, and environmentally focused.

Working with us means helping to provide essential services, safeguarding Sydney's future with a sustainable water supply, and protecting our iconic waterways. Our strategy guides our journey to enhance customer outcomes and continue delivering robust services to our city into the future.

Job Purpose

This role provides specialist support to the Strategy Lead to implement initiatives and deliver of Sydney Water's organisational commitments to Aboriginal and Torres Strait Islander communities. The role also leads broader inclusion initiatives across the organisation, helping to embed equity, cultural safety, and inclusion practices. This role contributes to the development and delivery of policies, programs, and engagement activities that strengthen First Nations employment, participation, supplier diversity, cultural capability, and inclusive workplace practices.

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Accountabilities

Job Specific	• Work collaboratively with the Strategy Lead to implement Sydney Water's First Nations Strategy and associated action plans. • Develop project documentation, deliverables, and reporting to track progress against strategic commitments. • Coordinate project governance activities including agenda papers, minutes, action registers, and reporting for leadership forums. • Support engagement activities with Traditional Custodians, community organisations, Local Aboriginal Land Councils, and Elders. • Coordinate logistics, briefing materials, cultural protocols, and follow-up actions for community engagement activities. • Maintain positive relationships and act as a primary contact point for certain community and stakeholder groups. • Maintain dashboards, reporting tools, and program data for First Nations and inclusion initiatives. • Prepare briefings, presentations, and communications materials. • Manage programs that promote understanding of First Nations Peoples and culture, science, history, and knowledge. • Develop and support opportunities for First Nations Peoples employment, training and career development at Sydney Water and engaging with relevant community and stakeholder groups to facilitate recruitment opportunities. • Review and measure activities against the Strategies objectives and prepare regular reports for various stakeholders on progress made against the objectives • Partner with Talent Operations team to embed culturally safe recruitment, onboarding, and career development. • Develop and oversee cultural learning frameworks including the development of culturally informed training programs. • Monitor, measure and report on cultural capability outcomes and improvements. • Support business units through coaching, tools and interventions to strengthen team level-level cultural safety.

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Role Requirements

Education / Qualifications

Required	• Degree qualifications in community mangement/HR and or an equivalent combination of relevant experience and/or education/training.
Desired	•

Certifications / Licences

Required	•
Desired	•

Experience

Required	• **Aboriginal and/or Torres Strait Islander heritage** (this is an identified position and an essential requirement under s.14(d) of the Anti-Discrimination Act 1977 NSW or equivalent legislation) • Strong understanding of Aboriginal and Torres Strait Islander cultures, histories, and contemporary issues. • Experience in community engagement, and First Nations policy/program delivery. • Strong communication and stakeholder engagement skills, with the ability to build trusted relationships. • Experience supporting project delivery, coordination, or organisational change initiatives. • Ability to work collaboratively and use cultural awareness to navigate complexity. • Strong organisational skills and attention to detail. • Conduct research and share insights on best practice inclusion approaches. • Proven ability to design and deliver programs to build capacity and capability within the organisation on First Nations issues.
Desired	• Experience in government, water, infrastructure, utilities, or other large, complex organisations. • Knowledge of reconciliation frameworks. • Understanding of Closing the Gap Priority Reforms and Indigenous procurement policy settings.

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Capabilities and Skills

The capability and skill requirements for this role are identified in the skills profile listed below. This is comprised of Enterprise Capabilities, that are essential for all roles and functional skills, which are specific to each role.

Enterprise Capabilities (C-E)	
Capability	**Descriptor**
Accountability	Ensures that own actions and those of others are focused on achieving goals and owning the outcome, in a safe, inclusive collaborative way.
Agility	Adapts readily to change and encourages alternative views by using a range of interpersonal communication skills. Develops and coach's others while being aware of impact on others.
Innovation	Develops innovative outcomes to solve problems in ways that are not immediately evident and encourages new ideas and thinking in others.

Functional Skills			
Skill	**Priority**	**Essential or Desirable**	**Proficiency level**
Strategy Execution	1	Essential	Intermediate
Relationship Building	2	Essential	Intermediate
Culture Transformation	3	Essential	Intermediate
Stakeholder Management	4	Essential	Intermediate
Advocacy	5	Essential	Intermediate
Continuous Improvement Process	6	Essential	Intermediate
Interpersonal Communications	7	Desirable	Intermediate
Community Outreach	8	Desirable	Intermediate
Influencing Skills	9	Essential	Intermediate

Proficiency Level Descriptors

Developing - Building practical experience, needs continued coaching.

Intermediate - Independent execution, minimal guidance**.**

Advanced - Fully independent execution, coaches' others.

Mastery - Strategic, sought as expert internally and externally.

Additional notes

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the Acceptable Use of Information Technology Policy and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorised people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.