

Directorate: Infrastructure Canberra

Position Number: P69925

Division: Delivery - Housing

Classification: Infrastructure Manager
3+ARIn

Business Unit: Infrastructure and Contracts

Location: Canberra City/Hybrid

Position Title: Branch Manager Delivery - Housing

Last Reviewed: March 2026

The Australian Capital Territory Public Service (ACTPS) is a values-based organisation where all employees are expected to embody the prescribed core values of respect, integrity, collaboration, and innovation, as well as demonstrate the related signature behaviours.

DIRECTORATE OVERVIEW

Infrastructure Canberra's vision is to enrich and connect our communities through sustainable and transformative infrastructure, places and spaces. At iCBR, we are the Territory's expert on capital infrastructure and our purpose is to efficiently develop, deliver and maintain infrastructure, places and spaces with our partners, for our community.

Our strategic priorities:

- Our people and our culture at our heart
- Excellence in service
- Partnering for success
- Better tools for outstanding outcomes.

We value safety, integrity, respect, excellence, innovation and collaboration and we uphold Yindymarra to respect, honour, be kind, be gentle and be careful in every aspect of our work.

Our core functions:

- Supporting the planning, and leading the procurement and deliver, of government infrastructure programs and projects in partnership with ACT Government directorates.
- Leading leasing and associated property management and maintenance services across the ACT Government property portfolio.
- Leading the development, procurement and delivery of large scale infrastructure projects for the ACT Government.

- Coordinating and shaping the ACT Infrastructure Plan and Pipeline and developing a portfolio and program management framework to support ACT Government infrastructure initiatives.
- Providing strategic advice, expertise and assurance across the ACT Government and decision-makers, industry and key stakeholders on infrastructure policy, investment, planning, delivery and management.

DIVISION OVERVIEW

The Delivery - Housing Division leads the ACT Government's public housing capital works program. The division is responsible for delivering new housing infrastructure and maintaining existing assets to ensure safe, sustainable and inclusive homes for the community.

The division oversees the planning and delivery of public housing developments that support growth, renewal, and accessibility objectives, in addition to supporting the ACT Housing Strategy which leads to increasing public housing supply and improving affordability.

We are responsible for the Asset Maintenance of public housing including manage repair and maintenance programs to maintain quality and extend the life of public housing assets.

The division contributes to the ACT Government's broader infrastructure objectives by integrating housing delivery with transport corridors and community precincts embedding principles of sustainability, equity, and liveability in all housing projects.

POSITION OVERVIEW

The Branch Manager Delivery - Housing will be responsible to lead a highly skilled branch for the implementation of effective capital and asset management practices to support the delivery of appropriate and reliable infrastructure for tenants and the community. This position reports directly to the Executive Group Manager, Delivery - Housing.

The Branch Manager Delivery - Housing will support capital reporting, governance and future program planning with the Housing and Community Services Directorate (HCSD) and will lead infrastructure delivery and Repairs and Maintenance management functions.

Key Responsibilities

- Lead the development, endorsement, and implementation of the annual Capital Plan, ensuring robust procurement, design, and construction processes that support the strategic management of the Territory's housing assets.
- Oversee the delivery of Total Facilities Management contract to maintain housing assets to appropriate standards, aligned with current and future tenant needs, government expectations and budget.

- Ensure sound governance, capital reporting, and risk management practices across infrastructure delivery, supporting strategic initiatives including the Government-led insourcing taskforce.
- Drive effective contract management and performance monitoring to ensure value for money, compliance with legislation and policy, and alignment with strategic objectives.
- Foster collaborative relationships with HCSD, and industry partners to align infrastructure delivery with technical, commercial, legal, environmental, and planning requirements.
- Partner with HCSD Finance to ensure the financial viability and sustainability of capital works programs, including budget management and strategic resource allocation.
- Lead a high-performing branch focused on implementation and contract performance, building capability in relationship and contract management to maximise government value.
- Provide high-level strategic advice, prepare complex ministerial and cabinet documentation, and communicate program scope, progress, and aspirations to diverse audiences.

WHAT YOU REQUIRE

The following capabilities form the criteria that is required to perform the duties and responsibilities of the position.

- Professional/Technical Skills and Knowledge
- Demonstrated leadership in capital planning and residential infrastructure delivery, including procurement, design, construction, to support housing renewal and development.
- Extensive experience in strategic infrastructure planning and program delivery, with the ability to lead large-scale and infrastructure programs to ensure assets are effectively maintained, renewed, and aligned with current and future service and tenant needs.
- Strong governance and reporting capabilities, including the ability to lead program management functions, ensure compliance with government policy, and deliver highquality strategic documentation and ministerial briefings.
- Proven expertise in contract strategy and performance management, including negotiation, relationship building, and ensuring value for money across complex, highvalue contracts in alignment with legislative and policy frameworks.
- Financial acumen and strategic planning skills, with experience working collaboratively with finance teams to ensure program viability, sustainability, and effective resource deployment.
- Exceptional communication and collaboration skills, with the ability to influence and lead partnerships across government, industry, and community sectors to deliver responsive infrastructure and contract outcomes.
- Demonstrated understanding of and commitment to fostering the ACT Government and Infrastructure Canberra values frameworks, including workplace respect, equity and diversity (RED) framework, workplace health and safety best practice, industrial democracy principles and practice, and requirements under the Territory Records Act.

Compliance Requirements / Qualifications

Mandatory:

- **Engineering** – a four-year degree or higher qualification accredited by Engineers Australia or Professionals Australia for recognition as a Professional Engineer (including recognition of equivalent overseas Engineering qualifications) and a minimum of ten years relevant experience in Engineering; or
- **Architecture** – a three-year degree or higher qualification accredited by an Australian State or Territory architecture authority for recognition as a Professional Architect (including recognition of equivalent overseas qualifications) and a minimum of ten years relevant experience in Architecture; or
- **Project Management** – either:
 - a. a diploma in Project Management accredited by an Australian State or Territory tertiary education institution or an equivalent overseas qualification that is eligible for reciprocal recognition in Australia and a minimum of ten years relevant experience in project management; or
 - b. certification by a professional body, such as the Australian Institute of Project Management (AIPM), to the level of Certified Practising Project Director (CPPD) or Certified Practising Portfolio Executive (CPPE), in addition to a relevant degree or higher qualification issued by an Australian State or Territory tertiary education institution or an equivalent overseas qualification that is eligible for reciprocal recognition in Australia and a minimum of ten years relevant experience in project management; or
 - c. have at least 10 years' relevant experience in project management, as described in the work levels.

Desirable:

Knowledge of the ACT Government or other Federal or State Government Cabinet, budget, planning and delivery processes would be highly regarded.

WORK ENVIRONMENT DESCRIPTION

The following work environment description outlines the inherent requirements of the role and indicates how frequently each of these requirements would be performed. Please note that Infrastructure Canberra is committed to providing reasonable adjustment and ensuring all individuals have equal opportunities in the workplace.

ADMINISTRATIVE	FREQUENCY
Telephone use	Frequently
General computer use	Frequently
Extensive keying/data entry	Frequently
Graphical/analytical based	Occasionally

Sitting at a desk	Frequently
Standing for long periods	Occasionally
Designated workstation	Never

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Never
Fixed or specified start/finish times	Frequently
Expected to work extensive hours over a significant period due to the nature of the duties	Frequently
Access to Accrued Days Off (ADO's)	Never
Peaks and troughs	Frequently
Frequent overtime	Never
Rostered shift work	Never
SOCIAL DEMANDS	FREQUENCY
Work with others towards shared goals in a team environment	Frequently
Work in isolation from other staff (remote supervision)	Frequently
Working in a call centre environment	Never
Working directly with the public	Occasionally
PHYSICAL DEMANDS	FREQUENCY
Distance walking (large buildings or inter-building transit)	Occasionally
Working outdoors	Occasionally
MANUAL HANDLING	FREQUENCY
Lifting 0 – 5kg	Occasionally
Lifting 5 – 10kg	Occasionally
Lifting 10kg+	Never
Climbing	Never
Reaching	Occasionally
Bending/squatting	Occasionally
Push/pull	Never
Sequential repetitive movements in a short amount of time	Never
TRAVEL	FREQUENCY
Frequent travel – multiple work sites	Occasionally
Frequent travel – driving	Occasionally
Frequent travel – interstate	Occasionally
SPECIFIC HAZARDS	FREQUENCY
Working at heights	Never
Exposure to extreme temperatures	Never

Operation of heavy machinery e.g. forklift	Never
Confined spaces	Never
Excessive noise	Occasionally
Low lighting	Never
Handling of dangerous goods/equipment	Never
Working with asbestos	Never
Potential to encounter agitated customers	Occasionally
Exposure to potentially distressing case material	Occasionally
OTHER	FREQUENCY
Uniform required	Never
Personal Protective Equipment (PPE) required	Occasionally