

CITY AND ENVIRONMENT DIRECTORATE (CED)

POSITION DESCRIPTION

POSITION DETAILS

Position title: Assistant Director, Spatial Data Systems

Classification: Senior Officer Grade C

Position number: P72229

Division: Environment, Planning and Policy

Business unit: Office of the Landscape Architect

Location: Dickson / flexible

Reports to: Government Landscape Architect, Environment, Planning and Policy

Date last reviewed: August 2026

Position requirements:

DIRECTORATE OVERVIEW

The City and Environment Directorate (CED) brings together the people, services and systems that shape Canberra's future. We are a new directorate with a bold purpose: to deliver smarter, more connected services that respond to the needs of our Territory and community.

CED was established to align planning and transport, improve efficiency of development decisions, support environmental management, consolidate city services operations, and strengthen how government connects with the community. Our work spans the natural and built environments, city and transport services, and regulatory and customer service functions.

We are here to:

- Deliver streamlined, customer-focused services.
- Align planning, transport and environmental stewardship.
- Consolidate operations for greater efficiency and impact.
- Make government services more accessible, transparent and trusted.

At CED, we put people and place at the centre of everything we do. Whether shaping policy, maintaining public spaces, designing transport networks or supporting regulatory access, our people contribute to a connected, inclusive and resilient Canberra.

BUSINESS UNIT OVERVIEW

The Office of the Landscape Architect (OLA) is a new and exciting addition to the ACT Government, established to help shape the long-term future of the ACT's landscapes, from urban centres and renewal precincts to peri-urban interfaces, rural lands and natural environments. Reporting to the

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Deputy Director-General, the OLA is supported by a dedicated team that works collaboratively across Environment, Heritage and Parks; Climate Change, Energy and Water; and Planning Policy Divisions.

As Australia's first Office of the Landscape Architect, we have a unique opportunity to influence how the Territory grows, adapts and thrives in the decades ahead. Our work recognises that landscape is more than parks and open space. It is the living framework that connects people, nature, culture and place.

Working across government, industry, academia and the community, we develop practical, evidence-based approaches to landscape planning and delivery. Our work brings together expertise in planning, urban design, ecology, climate adaptation, biodiversity, heritage and public health to create greener, healthier and more resilient places for all Canberrans.

A key focus of the OLA is leading the development and implementation of the ACT Landscape Plan, which will provide a shared vision for the Territory's landscapes and help align planning, climate, biodiversity, heritage and community wellbeing priorities. Through this work, we seek to ensure Canberra's outdoor environments continue to support thriving communities and a high quality of life.

We believe the best outcomes are achieved through collaboration. The OLA values strong partnerships, genuine engagement and co-design with community, industry and First Nations stakeholders. We foster a culture that is inclusive, curious and future-focused, where diverse perspectives are welcomed and innovation is encouraged.

Joining the OLA means becoming part of a small, dedicated team with a big vision, helping create a lasting legacy for the ACT's landscapes and future generations. If you are passionate about creating positive change through landscape, we would love to hear from you.

What we offer

- The opportunity to be part of a pioneering team shaping Canberra's future through landscape-led thinking. Your work will help create more resilient places that benefit communities, biodiversity and future generations.
- A collaborative environment with a small motivated team that values curiosity, inclusion and shared learning, and who encourage you to develop your skills and expertise.
- A flexible workplace (with working from home arrangements currently in place) with brand new, state of the art accommodation enabling activity-based work in a fun and creative environment.

POSITION PURPOSE

Reporting directly to the Government Landscape Architect, the Senior Spatial Data Analyst will play a key role in developing the evidence base that underpins the ACT's first Landscape Plan. Working at the intersection of landscape planning, environmental science and spatial technology, you will provide the data, analysis and insights needed to inform strategic decision-making across the Territory.

You will be responsible for the collection, management, analysis, interpretation and visualisation of spatial information to support landscape planning, conservation, climate adaptation and urban development outcomes. Your work will help translate complex environmental and geographic data into practical insights that guide long-term planning and land-management decisions.

Using your expertise in Geographic Information Systems (GIS), spatial modelling and environmental data management, you will develop and maintain tools and mapping products,

datasets and analytical tools that support the Landscape Plan and broader government priorities. You will understand how natural systems, built environments, infrastructure and human activity interact across landscapes, and how spatial data can help balance environmental protection, growth and community needs.

Working collaboratively with landscape architects, planners, ecologists, engineers and policy teams, you will help ensure that the Landscape Plan is informed by high-quality, defensible and accessible spatial information. You will also contribute to improving environmental data governance, transparency and accessibility across government, supporting more consistent decision-making and better environmental outcomes.

If you believe maps can help shape better places and better decisions, you'll feel right at home in our team.

DUTIES / RESPONSIBILITIES

In this position, under limited direction, you will

1. Provide technical GIS expertise and advice on matters related to environmental and planning assessments.
2. Gather, maintain and manage spatial datasets relevant to landscape planning processes, including topographic, environmental, planning, infrastructure and climate data. This includes sourcing and procuring data from government agencies and consultants, validating accuracy and reliability, standardising coordinate systems, maintaining geodatabases and ensuring metadata standards are met.
3. To conduct site analysis to transform spatial data into meaningful planning insights, including terrain and hydrological analysis and the identification of environmental constraints and opportunities.
4. Undertake spatial modelling and analysis to inform future planning and development, such as suitability modelling (for example, slope and flood risk) and visibility and connectivity analysis (such as open space networks and pedestrian accessibility).
5. Undertake other tasks to support the work of the Division, as directed.
6. Understand and work within the ACTPS Code of Conduct and ACTPS values of respect, integrity, collaboration and innovation, and model behaviour consistent with the ACTPS Respect, Equity and Diversity framework.
7. Maintain records in accordance with the Territory Records Act 2002 and Privacy Principles.

SELECTION CRITERIA (CAPABILITIES)

1. *Spatial analysis and GIS expertise.* You have demonstrated experience using GIS and spatial analysis tools, such as ArcGIS Pro, QGIS or similar platforms, to manage, analyse and visualise spatial information. You can manage and visualise complex spatial datasets to support planning, environmental and land management decisions.

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2. *Data management and attention to detail.* You have demonstrated experience maintaining data across complex datasets, particularly spatial data. This includes sourcing, validating, standardising and managing databases and geodatabases. This may include undertaking contract management activities associated with acquiring spatial data. You have a working knowledge of coding and scripting tools (e.g. FME, python, R) and are confident in building on this experience in the role.
3. *Data translation.* You have well developed analytical and communication skills that helps others to make informed decisions. Whether communicating with planners, landscape architects, policy teams or senior decision-makers, you can tailor technical information to your audience.
4. *Understanding landscapes and place.* You understand how spatial analysis can support landscape planning, environmental management, conservation and sustainable growth through modelling techniques to help evaluate opportunities and constraints.
5. *Collaboration and relationship building.* You work well with people from different disciplines and backgrounds, contribute positively to team culture and build strong working relationships.
6. *Taking initiative.* You show sound judgement, manage competing priorities and take ownership of your work. You are proactive, adaptable and focused on delivering high-quality outcomes that make a genuine difference.
7. *Values driven practice.* You demonstrate the ACTPS values of Respect, integrity, Collaboration and innovation and contribute to a safe, inclusive and supportive workplace where people can do their best work.

COMPLIANCE REQUIREMENTS / QUALIFICATIONS

Desirable

- Tertiary qualifications or experience in planning, environmental science, geography, GIS and spatial data backgrounds
- This position **does not** require a Working with Vulnerable People Check.

FURTHER INFORMATION

Contact Officer

Dr Gweneth Leigh, Government Landscape Architect, Environment, Planning and Policy
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For further information about CED, its roles and functions, employment conditions, office locations and other related resources, please visit [City and Environment Directorate - ACT Government](#).

WORK ENVIRONMENT DESCRIPTION

The following work environment description outlines the inherent requirements of the role of the Assistant Director, Spatial Data Systems (position number P72229) and indicates how frequently each of these requirements would be performed. Please note that CED 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	Frequently
Sitting at a desk	Frequently
Standing for long periods	Occasionally
Designated workstation	Never
<i>The position in an activity based work environment</i>	

STANDARD HOURS	FREQUENCY
Flexible working hours (access to flex time)	Frequently
Fixed or specified start/finish times	Occasionally
Expected to work extensive hours over a significant period due to the nature of the duties	Never
Access to Accrued Days Off (ADO's)	Never
Peaks and troughs	Occasionally
Frequent paid overtime	Occasionally
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)	Occasionally
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	Never
Bending/squatting	Never
Push/pull	Never
Sequential repetitive movements in a short amount of time	Never

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TRAVEL	FREQUENCY
Frequent travel – multiple work sites	Occasionally
Frequent travel – driving	Occasionally
Frequent travel – interstate	Never

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	Never
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	Never

OTHER	FREQUENCY
Uniform required	Occasionally
Personal Protective Equipment (PPE) required	Never