



Position	Director Development Services
Salary	\$180,000 to \$216,000 - Remuneration commensurate with skills and experience (comprising annual salary, superannuation 15%, vehicle allowance, fuel allowance, 4 weeks annual leave, laptop and mobile phone) on a three (3) year contract.

The Director of Development Services is a key member of the Town's Executive Team, exercising effective leadership and managerial control over the Planning, Building, and Environmental Health business units, which together comprise approximately nine full-time equivalents. Reporting directly to the Chief Executive Officer, this role is responsible for driving the strategic direction of the Town's urban environment and ensuring statutory compliance with applicable legislation. Key responsibilities of the position include:

- Oversee and represent the Town's planning, building, and environmental health services.
- Maintain departmental alignment with corporate, financial, and strategic plans.
- Provide professional direction to employees and nurture internal and external relations.
- Foster and maintain strategic partnerships to maintain a high standard of customer service.
- Ensure the department acts in accordance with relevant statutory provisions.
- Facilitate the development and review of Local Planning Schemes, Public Health Plan and related strategies.

You will possess tertiary qualifications in an area relevant to the Directorate (Planning, Building, or Environmental Health) and demonstrate a proactive approach to strategic and operational planning. You will have a proven ability to lead and motivate multi-disciplinary teams and consultants, ensuring high productivity and a positive organisational culture. Excellent time management and communication skills are essential to navigate complex legislative requirements and community expectations. The successful candidate's core values will mirror the Town's values of respect, integrity, quality communication and excellent customer service.

The Town of Claremont is a progressive local government that was established in 1898 for the picturesque riverside suburbs of Claremont and Swanbourne. It is a busy and forward focused local government with dedicated staff who are committed to making a difference at a local level. The Town was recently ranked Number 1 local government from a Community Scorecard, as voted by their community.

Applications close 7 June 2026, at 5 pm.

Early applications are highly recommended as the Town will interview suitable candidates prior to the closing date.

We welcome and encourage applications from people with lived experience of Aboriginal and Torres Strait Islander cultures, and those with a strong commitment to closing the gap. The Town of Claremont is an inclusive employer that values cultural diversity and supports professional growth for all.

Please direct all enquiries to Joshua Collins, Manager People and Culture (9285 4300).





Completing your application

In order to be considered you must be able to demonstrate your suitability for the position. Before preparing your application check the essential selection criteria outlined in the position description to make sure you are eligible to apply.

What your application must include

Cover letter

A covering letter is required and should demonstrate your suitability for the position.

Resume

Your Resume should include your personal details, relevant work history, education, training, qualifications and professional memberships.

The names and contact details of at least two work related referees should be presented in your Resume.



Lodging your application

Please ensure that the position title is clearly marked in the covering letter of your application. Applications must reach the Town of Claremont no later than 5.00pm on the closing date. The Town of Claremont prefers to receive applications via email at **HR@claremont.wa.gov.au**

Alternatively, applications may be mailed to:
Town of Claremont
PO Box 54, Claremont WA 6910

Please do not submit original documents.

Canvassing of Councillors will disqualify applicants.

The Town of Claremont is an Equal Employment Opportunity Employer and is committed to selecting the best applicant for each vacancy.

TOWN of CLAREMONT Employee Benefits



Remuneration & Conditions

- Competitive salaries;
- Generous superannuation contribution scheme;
- Flexible work options including work from home (WFH);
- Employee recognition program;
- Attractive working location in the Claremont Town Centre;
- Modern, accessible workspaces;
- Accessible public transport and free car parking.



Health & Wellbeing Initiatives

- Free use of our Corporate Gym and Aquatic Centre;
- Confidential employee assistance program;
- Flu vaccinations;
- Skin cancer checks;
- Health and wellbeing seminars and initiatives.



Training & Development

- Training courses;
- Opportunities to attend work-related conferences and seminars;
- Study assistance options including reimbursement of approved course fees (conditions apply);
- Opportunities to act in higher grade roles;
- Opportunities to participate in project teams and committees.

