

Position title: Coordinator Data, Integrations & Analytics	
Classification: Senior Executive Officer	Effective Date: June 2026
Reports to: Manager, Organisational Technology	Tenure: Permanent Full Time

About Us:

At Whitehorse City Council, community is at the heart of everything we do.

We aspire to be a healthy, vibrant, prosperous and sustainable community. We enable this through strong leadership and community partnerships.

We strive to stay ahead of evolving changes and needs of our community.

Our five key principles empower our employees to be innovative and provide an excellent customer experience. We are a resilient organisation where everyone belongs.



CREATE - Our Values and Behaviours:

Our shared values and behaviours are integral to how we go about our work, interact with each other and our community. Our employees 'live' these shared values. In living these values we also ensure that everyone has a voice and that everyone matters.

Collaboration

We work flexibly together to achieve outcomes and solve problems.

Respect

We actively listen, value diversity and care.

Excellence

We adapt, respond, learn and grow.

Accountability

We take responsibility and follow through on our promises.

Trust

We act with integrity and are empowered to make decisions.

City of Whitehorse is a culturally and linguistically diverse community. We are proud of the diversity of our workforce and recognise the strength this provides in meeting the needs of our community. We are committed to upholding a safe, inclusive and respectful workplace that values the contribution of all.

Whitehorse City Council is committed to being a child safe organisation. We recognise our responsibilities to keep children and young people safe from harm and have established policies, procedures and training to achieve these commitments.



Goal Statement

The Coordinator of Data Integrations and Analytics leads Council's enterprise data, analytics, integrations, digital services and geospatial functions to support operational excellence, digital transformation and data-driven decision making across the organisation.

The role is responsible for the strategic leadership, delivery and ongoing support of three key portfolios:

- Enterprise Data Analytics & Business Intelligence (BI)
- Geospatial Information Services and Spatial Analytics
- Enterprise Integrations, Digital Platforms & AI

The position oversees the development, support and modernisation of enterprise reporting platforms, operational databases, integration services, APIs, digital platforms and analytics ecosystems, including Microsoft Fabric, Power BI and legacy reporting environments.

The role also leads enterprise integration and automation initiatives that improve interoperability between business systems, streamline business processes and enable scalable digital services across Council.

Key Responsibilities

Position Specific Responsibilities

Enterprise Data Analytics & BI:

- Lead the delivery, support and modernisation of Council's enterprise analytics and business intelligence platforms, including Microsoft Fabric, Power BI, operational databases and legacy reporting environments.
- Lead the design, development and optimisation of enterprise data warehouse, lakehouse and reporting solutions that support operational reporting, strategic analytics and self-service business intelligence.
- Lead enterprise data engineering capabilities including data pipelines, data integration, data quality and analytics platform optimisation.
- Oversee the ongoing support, governance and transition of legacy reporting platforms including Crystal Reports, on-premise SQL reporting environments and operational databases.
- Establish and maintain enterprise reporting, data modelling and analytics standards, governance and best practices.
- Enable self-service analytics and reporting capabilities across business units through governed enterprise data platforms.



Geospatial & Spatial Analytics

- Lead Council's geospatial information systems and spatial analytics capability.
- Oversee the management, integration and governance of spatial data assets and GIS platforms.
- Deliver spatial reporting, mapping and analytics solutions to support operational and strategic business outcomes.
- Promote the use of geospatial intelligence and visualisation technologies across Council.
- Ensure alignment between enterprise data platforms and spatial information systems.

Enterprise Integrations, Digital Platforms & AI:

- Lead the design, development and support of enterprise integration services, APIs, middleware solutions and system interoperability initiatives across Council's application landscape.
- Oversee integration and data exchange between enterprise business systems, cloud platforms, operational databases and third-party applications.
- Drive automation and workflow improvement initiatives through integration technologies, scripting, APIs and AI-enabled solutions.
- Oversee website integrations, digital platform support and digital service enhancement initiatives across Council platforms.

Corporate Responsibilities

- Ensure adherence to all Corporate Policies, Procedures and the Organisational Goals and Values Principles in the current Whitehorse City Council Collective Agreement by all staff under supervision.
- Ensure the organisation is aware of and compliant with relevant statutes and legislation.
- Responsible for the financial and contractual management of agreements, with demonstrated experience and evidence of accountability in overseeing financial performance, compliance, and contract delivery.
- Identify and develop changes to policy and procedure in areas of responsibility.
- Ensure that risk management principles are adopted in all decision-making processes within the team.
- Undertake identification, reporting and resolution of risk management activities (including that staff are appropriately trained) and ensure that all relevant operating procedures provide for a safe working environment.
- Apply sound financial management techniques to team budget processes.
- Provide equitable and sound supervision of staff, (including ensuring appropriate training, development and motivation) to ensure that team KRA's are met and contribute to the strategic objectives of the team.



- Ensure appropriate care and use of assets and equipment.

Accountability and Extent of Authority

Budget: \$50K

Staff responsibility: This position is responsible for the leadership, supervision and development of multidisciplinary teams across enterprise analytics, data engineering, geospatial services, integrations and digital platform support functions.

The position may also lead cross-functional project teams, vendors and external delivery partners as part of enterprise technology initiatives.

Judgement and Decision Making

- The position is accountable for the strategic direction, operational delivery and continuous improvement of Council's enterprise analytics, integration and geospatial capabilities.
- The position exercises a high degree of autonomy in determining priorities, delivery approaches, technical standards and solution designs across data, analytics and integration environments.
- The position provides specialist advice and recommendations to management and stakeholders regarding enterprise data, analytics, integration and digital platform capabilities.
- The position makes decisions relating to enterprise reporting, data integration, platform modernisation, application interoperability and technology delivery priorities.
- The position is required to balance operational support obligations with strategic transformation initiatives and emerging technology opportunities.
- Decisions made by the position have significant impact on organisational reporting, system interoperability, operational efficiency and digital service delivery outcomes.
- The position is responsible for ensuring reliable and sustainable delivery of enterprise analytics, integration and digital platform services.

Specialist Knowledge and Skills

Licences and Experience:

- Experience supporting or modernising reporting, database, integration or digital application environments.
- Experience with enterprise integrations, APIs, middleware or system interoperability solutions.
- Experience working with operational databases, reporting platforms, data warehouses, lakehouse platforms or enterprise data ecosystems.
- Experience leading or supporting digital application, web platform or integration development initiatives.



- Knowledge of data governance, data quality and enterprise information management principles.
- Experience managing vendors, technology partners and enterprise delivery initiatives.
- Knowledge or experience in one or more of the following areas is desirable:
 - Microsoft Fabric and Power BI
 - Cloud or hybrid data platforms
 - GIS and spatial data platforms
 - Automation, AI and emerging technologies
 - Data engineering and integration technologies

Technology:

Experience with, or exposure to, technologies in the following areas is desirable:

- Enterprise reporting and analytics platforms
- Data warehouse, lakehouse and data pipeline technologies
- SQL Server and relational databases
- APIs, integration and middleware technologies
- Cloud and hybrid data platforms
- Power BI, Microsoft Fabric or equivalent analytics platforms
- Python, scripting or automation technologies
- GIS and spatial platforms
- Web technologies and digital application platforms
- Legacy reporting platforms such as Crystal Reports

Qualifications and Experience

Qualifications/ Certificates:

- Tertiary qualification in Information Technology, Computer Science, Data Analytics, Information Systems or a related discipline.
- Relevant industry certifications and/or equivalent practical experience in enterprise analytics, integrations, digital platforms or data technologies are desirable.

Interpersonal Skills

- Ability to communicate complex technical concepts to non-technical stakeholders.
- Strong stakeholder engagement and relationship management skills.
- Demonstrated ability to influence and collaborate across business and technology teams.
- Strong problem-solving, prioritisation and decision-making skills.

Key Relationships:

- The position will liaise with Executives, Managers, business units, vendors, technology partners and external agencies.



- The position is required to maintain professional relationships with software vendors, service providers, government organisations and industry peers.

Management Skills

- Demonstrated ability to lead multidisciplinary technical teams.
- Ability to manage competing priorities across operational and strategic initiatives.
- Experience leading organisational change and technology modernisation initiatives.
- Strong vendor, financial and resource management capability.
- Ability to foster innovation, accountability and continuous improvement.

Application Requirements

- Satisfactory National (and International as applicable) Criminal History Check.
- Working with Children Check.

Key Selection Criteria

1. Demonstrated experience leading enterprise analytics, integration or digital platform teams in a complex organisation.
2. Experience delivering and modernising enterprise reporting, operational database and analytics platforms.
3. Demonstrated experience with enterprise integrations, APIs, middleware and system interoperability solutions.
4. Experience leading multidisciplinary teams including analytics, GIS, integration or digital platform specialists.
5. Strong stakeholder engagement, communication and strategic problem-solving skills.

Physical Requirements

Physical Functional Demand	Specific Physical Job Tasks	Frequency/Duration of performance of task per day	Comments
Kneeling/Squatting Tasks involve flexion/bending at the knees, ankle, and waist in order to work at low levels.		Rarely	
Hand/Arm Movement Tasks involve use of hand/arms	Computer use	Frequently	
Bending/Twisting Tasks involve forward or backward bending or twisting at the waist.		Rarely	



Standing Tasks involve standing in an upright position		Rarely	
Reaching Tasks involve reaching above head, and above and equal to shoulder height		Rarely	
Walking Tasks involve walking on slopes and walking whilst pushing/pulling objects	Walking to meetings	Sometimes	
Lifting/Carrying Tasks involve raising, lowering and moving objects from one level position to another		Rarely	
Physical Functional Demand	Specific Physical Job Tasks	Frequency/Duration of performance of task per day	Comments
Pushing/Pulling Tasks involve pushing/pulling away, from and towards the body		Rarely	
Keyboard Duties Tasks involve sitting at workstation and using computer	Writing and editing	Frequently	
Satisfactory Vision Standard of vision required equal to that required for driver's licence	Standard of vision required equal to that required for driver's licence	Frequently	

Any other relevant comments: