



Land Access & Agreements Advisor

Working for the future of our state

July 2026

HORIZON
POWER

Position Title	Land Access and Agreements Advisor		
Division	Commercial	Business	Project Development
Leader Title	Land and Property Manager - Project Development	Location	Bentley
Level	7	Direct reports	No direct reports
Horizon Power’s purpose and link to this position	Delivering clean energy solutions for regional growth and vibrant communities with our shared purpose, values and empowering beliefs driving our culture. This role contributes to Horizon Power’s purpose by supporting the identification, assessment and delivery of land required for projects involving the development of new, expanded and replacement power systems for communities across Western Australia. The role also assists with planning, coordinating and facilitating due diligence activities needed to make land development-ready for proposed projects.		
Position requirements			
• Travel to regional WA as required • WA Driver's License Class 'C' or 'C-A' • Advanced background checks • Reasonable additional hours • Responsibilities outlined below are indicative only and do not limit Horizon Power in assigning additional responsibilities within the employee’s competency, experience, knowledge, and qualifications			
Responsibilities – Our Ways of Being			
• Demonstrate visible safety leadership and ensure safety is considered in all activities concerning land access, acquisition and due diligence • Support the delivery of land access, acquisition and due diligence processes in line with Horizon Power’s strategy, project requirements and business processes. • Support legal, regulatory and statutory compliance in the development and delivery of land access, land use and land acquisition activities. • Manage work in accordance with approved business processes, including Horizon Power’s: ○ Project Management Methodology (PMM) ○ Health and Safety Management System ○ Procurement framework ○ Legal and financial approval frameworks			

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Land Projects	• Assist with land assessments, land access and acquisition strategies and due diligence activities. • Contribute inputs to business cases, Executive submissions and project reporting. • Maintain accurate records of land related activities, due diligence and stakeholder engagements. • Provide advice and support to project teams on land matters, including assisting with monthly project status reporting on scope delivery. • Support the development of project scope, schedule and budget inputs as they relate to land and property acquisition.
Technical	• Work with project teams and legal advisors to support advice on land use, land access and land acquisition options. • Support the preparation and negotiation of agreements relating to land use, access and acquisition, including leases, licences, heritage protection agreements, Indigenous Land Use Agreements and consultant contracts for due diligence. • Support small to medium-scale market processes as required to ensure value for money for relevant procurements. • Navigate interrelated land access matters, including town planning schemes, State policies, engineering matters, legal access and other relevant considerations. • Ensure proposed land use, access and acquisition arrangements comply with legal, regulatory and statutory requirements. • Contribute to the development of negotiation parameters for agreements in collaboration with key internal stakeholders.
People	• Attend and participate in project meetings, provide updates on land acquisition and due diligence, and respond to project requirements to ensure alignment with business and project needs. • Coordinate meetings and engagement with relevant internal and external stakeholders.
Stakeholder relationships – Leading purposeful change	• Develop and maintain strong, effective working relationships with key stakeholders. • Work with external stakeholders, including Shires, government departments, Aboriginal community representative organisations, and landholders, to secure the support, consents, and agreements required for land access, land use, acquisition and due diligence activities to enable project development. • Contribute to negotiation plans that set out the negotiation strategy, parameters, objectives, key considerations and parties' interests underpinning the proposed approach. • Work closely with the Sustainability function to ensure risks are addressed and approvals completed through project development phases • Support and maintain external stakeholder relationships with government agencies, departments, local governments and consultants to help deliver land outcomes efficiently and with stakeholder support.
Delivery	• Support contracts through to execution and assist with implementation or handover where appropriate. • Draft and provide relevant information to business, supervisors, co-workers, and employees, including in meetings, written communications, e-mail, via telecommunications and in person • Coordinate and support the implementation of heritage management activities into project decisions such as reduction of site boundaries, selection of new sites or change to project as needed

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	• Provide support to project teams and subject matter experts with logistics for remote heritage surveys, meetings and on-ground consultation with Traditional Owners and other external stakeholders.
Ad hoc requirements	• Completing ad hoc work in a timely manner as and when required

Qualifications	
Education	• Tertiary qualifications in relevant areas such as law, project management, planning, community engagement or land administration are desirable. • Project Management qualifications are desirable
Experience	<u>Essential</u> • Experience supporting land access matters involving crown reserves, leases, licences, native title and Aboriginal heritage. • Experience working with local governments on land acquisition and town planning frameworks. • Experience working with Aboriginal representative organisations such as Registered Native Title Body Corporates, Aboriginal community councils and the Aboriginal Lands Trust. • Experience supporting negotiations related to land access or land acquisition for proposed projects. • Experience supporting projects with multiple workstreams or stakeholders. • Some experience utilising Geographic Information Systems. <u>Desirable</u> • Experience travelling in and engaging with Regional communities. • Exposure to electricity, utility, linear infrastructure or mining industries. • Experience supporting stakeholder management. • Experience with Indigenous Land Use agreements supporting grants of tenure.
Key skills and abilities	<u>Essential:</u> • Working knowledge of land processes, leases, licences and government processes as they relate to land access and acquisition. • Demonstrated ability to contribute to contract review, drafting, analysis and problem solving. • Sound analytical skills and commercial awareness. • Strong collaboration, stakeholder management, interpersonal and teamwork skills, with the ability to build and maintain effective relationships across a diverse range of stakeholders. • Strong written, verbal and presentation skills, with the ability to effectively tailor communication to diverse audiences and settings. • Strong planning, prioritisation and organisational skills, with the ability to anticipate requirements, manage competing priorities and meet project timeframes. • Demonstrated ability to work independently, exercise initiative and support delivery of outcomes. • Proficient in Microsoft Office applications, including Excel, Word and PowerPoint. <u>Desired:</u> • Understanding of land encumbrances such as caveats, restricted covenants, easements and other interests affecting land • Knowledge of legal framework governing land administration, including the <i>Land Administration</i>

	<i>Act 1997.</i> • Working knowledge of sustainable development principles and environmental approvals. • Understanding of Project Management processes.
Competencies	
Thought	• Manages Complexity: Making sense of complex, high quantity, and sometimes contradictory information to effectively solve problems • Makes Decisions: Making good and timely decisions that keep the organisation moving forward • Balances Stakeholders: Anticipating and balancing the needs of multiple stakeholders
Results	• Drives Results: Consistently achieving results, even under tough circumstances • Plans and Aligns: Planning and prioritising work to meet commitments aligned with organisational goals • Ensures Accountability: Holding oneself and others accountable for meeting commitments
People	• Collaborates: Building partnerships and working collaboratively with others to meet shared objectives • Builds Networks: Effectively building formal and informal relationship networks inside and outside the organisation • Values Differences: Recognising the value that different perspectives and cultures bring to an organisation • Communicates Effectively: Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences • Persuades: Using compelling arguments to gain the support and commitment of others.
Self	• Instills trust: Gaining the confidence and trust of others through honesty, integrity and sincerity • Manages Ambiguity: Operating effectively, even when things are not certain, or the way forward is not clear • Situational Adaptability: Adapting approach and demeanour in real time to match the shifting demands of different situations