



Land Officer

Working for the future of our state

September 2026

HORIZON
POWER

Position Title	Land Officer (S7009H10)		
Division	People, Safety & Governance (PSG)	Business	Sustainability
Leader Title	Land Access & Approvals Program Manager	Location	Bentley
Level	5	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 the Horizon Power Purpose by contributing to the successful delivery of its infrastructure and operational objectives by supporting land access, tenure management and property acquisition activities across Western Australia. The role supports the delivery of land access and acquisition outcomes through the coordination of administrative, stakeholder engagement and land tenure activities. It provides administrative, engagement, due diligence and acquisition support to identify, assess and progress current and future land access requirements, while maintaining positive stakeholder relationships and compliance with legislative, regulatory and governance requirements. The Land Officer assists in developing and implementing land solutions that enable Horizon Power projects and operational needs to be delivered efficiently and sustainably.		
Position requirements			
• Travel to regional WA as required • WA Driver's License Class 'C' or 'C-A' • 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			
Land access & tenure management	• Undertake land tenure administration activities including maintaining records, monitoring approvals and tracking land-related actions • Assist with researching and assessing land tenure arrangements including Crown land, leases, licenses and other tenure interests • Support land assessments and due diligence activities for operational and project requirements • Contribute to the development and implementation of project land acquisition strategies and approval pathways • Assist in the preparation of land-related documentation, reports, correspondence and submissions		
Project support	• Support the delivery of land acquisition and access requirements for capital and operational projects • Attend project status meetings and provide updates on land-related activities • Coordinate project actions and ensure land-related deliverables are progressed within agreed timeframes • Assist in identifying risks, issues and dependencies that may impact land outcomes		
Stakeholder relationships – Leading purposeful change	• Developing and maintaining strong, effective working relationships with key stakeholders: Internal: Sustainability team; Project Managers & Teams; Legal, Governance & Risk; Procurement & Commercial; Asset Management & Operations; Engineering and Planning Teams External: Government departments & agencies; Local governments; Traditional Owners & Native Title stakeholders; Private landowners & leaseholders; Consultants, surveyors & valuers; Regulatory authorities; Contractors & project delivery partners • Coordinate meetings, consultations and engagement activities with internal and external stakeholders • Support the establishment and maintenance of productive relationships with government agencies, local governments, landholders, consultants and other stakeholders • Assist internal stakeholders in understanding land approval requirements and acquisition pathways • Promote collaborative approaches to resolving land access and tenure matters		

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Governance & compliance	- Ensure land information, approvals and associated records are maintained accurately and in accordance with Horizon Power requirements. - Support compliance with legislative, regulatory and organisational obligations relating to land activities. - Assist in preparing documentation to support governance and decision-making processes.
Enterprise safety	- Comply with Enterprise Safety standards, systems, procedures and guidance, and take personal responsibility for working safely in the delivery of their role - Identify hazards, follow established controls, report incidents and speak up about risks that may impact themselves, others, customers, communities or public safety
Sustainability & continuous improvement	- Contribute to Sustainability team initiatives and activities - Support the review, compilation and maintenance of relevant documentation and records - Contribute to continuous improvement initiatives that enhance land access processes, governance and stakeholder outcomes - Demonstrate Horizon Power's values and ways of working in all interactions and activities - Completing ad hoc work in a timely manner as and when required

Qualifications	
Education	Relevant tertiary qualification in Property, Planning, Surveying, Environmental Management, Geography, Law, Project Management or a related discipline is desirable; where not qualified working towards relevant qualifications or relevant work experience is essential
Experience	- Experience supporting land access, land tenure or property-related activities - Experience involving Crown reserves, leases, licenses or similar land tenure arrangements - Experience working within project environments and supporting multiple work streams - Experience utilising Geographic Information Systems (GIS) - Demonstrated ability to apply established processes in new operational contexts - Exposure to the electricity, utilities, linear infrastructure, resources or mining sectors is desirable - Experience supporting stakeholder engagement activities is desirable - Experience assisting with land acquisition, approvals or due diligence activities is desirable
Key skills and abilities	Essential - Strong organisational, record management and document control skills - Excellent interpersonal, communication and teamwork skills - Understanding of land tenure in Western Australia and associated government processes - Competency in Geographic Information Systems (GIS) - Ability to establish and maintain productive stakeholder relationships - Sound analytical and problem-solving skills - Strong planning, prioritisation and multitasking capabilities - High level of attention to detail and commitment to accurate record keeping - Ability to work independently and collaboratively within a team environment Desired - Working knowledge of <i>Land Administration Act 1997</i> and Crown land processes and administration - Knowledge of sustainable development principles - Understanding of planning and approval frameworks relevant to infrastructure projects
Competencies	
Thought	Makes Decisions: Making good and timely decisions that keep the organisation moving forward Innovates: Creating new and better ways for the organisation to be successful Balances Stakeholders: Anticipating and balancing the needs of multiple stakeholders
Results	Action Oriented: Taking on new opportunities and tough challenges with a sense of urgency, high energy and enthusiasm Ensures Accountability: Holding oneself and others accountable for meeting commitments Plans and Aligns: Planning and prioritising work to meet commitments aligned with organisational goals

People	• Collaborates: Building partnerships and working collaboratively with others to meet shared objectives • Communicates Effectively: Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences
Self	• Self-Development: Actively seeking new ways to grow and be challenged, using both formal and informal development channels • Situational Adaptability: Adapting approach and demeanour in real time to match the shifting demands of different situations • Instills trust: Gaining the confidence and trust of others through honesty, integrity and sincerity