

Position Description



Project Delivery Manager

Business Unit: Assets

Reporting to Manager, Asset Project Delivery

Position Purpose

Build and manage a high-performance team of Project Managers or Project Engineers to ensure the successful delivery of asset projects within the portfolio whilst putting safety first.

Key Accountabilities

1. **Safety:** ensure all activities are undertaken with the safety of our people as the number one priority and always role model safe behaviour.
2. **Values:** behave and make decisions in accordance with the WaterNSW Values at all times.
3. Manage deployment of project management and, project engineering resources to provide timely and efficient project delivery across the portfolio, ensuring team members have the appropriate skills, capability and resources needed to deliver the work.
4. Ensure Projects are being delivered efficiently and in accordance with the project delivery framework, that team members accurately report progress, risks, issues, incidents and performance of their projects and have robust action plans in place to manage any deviations.
5. Ensure team members are trained in, competent and using corporate processes, systems and templates for the management of their projects. Through selection, induction, performance assessment, and development of team including coaching and mentoring enhance the skills and capability of the team so team members can become more proficient and productive.
6. Develop effective working relationships with key internal and external stakeholders, including gauging levels of satisfaction with services provided and developing options for improvement, including being the initial point of escalation for resolution of disputes with contractors.
7. Identify and address project performance issues and implement recovery options and more broadly identify and lead continuous improvement programs and upskilling including amongst contractors.

Key Challenges

- Getting alignment and commitment of number of different, predominantly internal stakeholders to meet program objectives without direct line management authority to do so.
- Building capability across a team to improve productivity, confidence and accountability
- Guiding team members through systems and processes to ensure successful delivery of asset projects on time and budget.
- Identifying and implementing change to improve project delivery capability within the business

Significant Internal Relationships

Stakeholder	Purpose of Relationship
Asset Business Unit Functions, in particular: - AM&S - Asset Capability	To manage project scope and deliverables in order to meet sponsor, stakeholder and end user's needs
System Operations	To ensure project meets user needs and project delivery impacts on operations is understood and agreed
Safety and Environment	For program / project safety and environment services.
PMO / Finance / Project Controls	For program and project performance and reporting, including financial management and reporting

Significant External Relationships

Stakeholder	Purpose of Relationship
Nil	

Delegations, Financial Accountabilities & Freedom to Act

- As defined in the WaterNSW Financial Delegations as varied from time to time.

WaterNSW Leadership & Performance Competencies

People	Level	
Coaching & Developing Others	C	<ul style="list-style-type: none"> Builds a safe and open team environment where robust feedback and growth is valued Supports and assists ongoing opportunities for growth and development Has the courage to provide honest, candid development feedback and coaching on an ongoing basis Ensures the team has a robust talent and succession pipeline
Driving Performance	C	<ul style="list-style-type: none"> Motivates teams by linking individual and team work to the achievement of organisational goals Capitalises on opportunities to encourage and reward successful performance. Sets up consistent procedures and communication processes to establish goals, clarify responsibilities, engage team members, leverage their strengths, share feedback, and adjust plans. Identifies which activities with the biggest strategic impact and which trade-offs to make to effectively establish business plans. Establishes clear measures for team and business unit; monitors performance against these measures to keep performance in control and on track
Communicating with influence	C	<ul style="list-style-type: none"> Generates interest in complex ideas and concepts Builds support by taking the time to educate and consult others Uses storytelling effectively to meaningfully convey key messages

Customer	Level	
Collaboration & Engagement with Customers & Stakeholders	B	<ul style="list-style-type: none"> Builds and maintains relationships with individuals from other work groups to accomplish shared goals Adapts approach to meet the needs of a broad range of customers and stakeholders

Business	Level	
Planning & Delivering Results	C	<ul style="list-style-type: none"> • Defines and constructs the parameters, processes and resource requirements for successful delivery of initiatives • Develops plans according to stakeholder requirements, and business context • Regularly reviews plans and performance, and revises according to risk or impacts •
Safety & Risk Management	C	<ul style="list-style-type: none"> • Uses various sources of information to gain feedback on the effectiveness of risk treatment actions. • Assesses the effectiveness of current policies and practices • Initiates policy and procedure change conversations • Educates and coaches others in understanding and implementing safety behaviour in the workplace

Mandatory Candidate Requirements

Qualifications:

- Tertiary qualification in Project Management, or relevant Engineering discipline or related discipline
- Current NSW Drivers Licence

Knowledge:

- Demonstrated background in planning work and deploying resources to deliver business goals.
- Familiarity with PMBOK or Prince 2 methodologies

Experience:

- Experience in leading a team of technical staff, providing coaching and mentoring to aid their development and to ensure effective delivery of services.
- Proven experience engaging with key internal and external stakeholders to identify needs, address issues and ensure objectives are understood and met
- Minimum 10 years' professional experience in project management (preferably in asset based projects)

- Experience in successfully leading and engaging teams in all aspects of change
- Experience in negotiating and influencing outcomes including successful management of contractual disputes

Favourable Candidate Requirements

- Post Graduate qualifications in program management or equivalent
- Familiarity with water industry or similar utility environment

Pre-Employment Checks Required

- Identification
- Qualifications
- Drivers Licence
- Pre-employment Medical
- Police Check