

Position Description

Program Manager – Government Projects Interface

Reporting to: Manager – Government Projects Interface

Business Unit: Assets

Position Purpose

To provide advocacy, leadership and coordination in ensuring WaterNSW owner operator objectives are achieved in delivery of Government projects including through Water Infrastructure NSW (WINSW). A key aspect of this role is the management and coordination of interfaces and inputs between external project teams and across WaterNSW stream leads and subject matter experts. This role will be primarily accountable for developing and coordinating the program of required WaterNSW owner operator project inputs, ensuring that management of the interface supports efficient and effective achievement of project and whole of life objectives and puts safety first.

Key Accountabilities

1. **Safety:** ensure all activities are undertaken with the safety 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. **Leadership:** provide leadership in working with WaterNSW subject matter experts (SMEs) and stream leads to define and document business and project requirements as inputs for project development and delivery.
4. **Advocacy:** support the development of WaterNSW assets/project outcomes in Government projects through understanding and advocating for WaterNSW owner operator requirements
5. **Representation:** work as the interface with Project managers and project directors to develop and implement a schedule/program of owner operator advice/reviews/inputs to support achievement of operational and whole of life objectives for Government projects delivered by other agencies including Water Infrastructure NSW
6. **Coordination:** working with subject matter experts and stream leads from across WaterNSW, ensure timely, consistent and quality owner/operator advice/review/input supporting delivery of Government projects that WaterNSW are happy to inherit at completion
7. **Assurance:** working with WaterNSW SMEs, develop and coordinate implementation of a risk-based framework to provide appropriate assurance to WaterNSW that its business and project

requirements are being and have been met throughout Government project development and delivery and at project completion/transfer

8. **Support:** support the effective management and administration of any interface agreements including WaterNSW effective delivery against its obligations under these

Key Challenges

- Defining and documenting critical WaterNSW business and project requirements and supporting risk-based assurance framework
- Establishing routines, processes and procedures to support the newly implemented WINSW project delivery functions including planning, resourcing, budgeting and implementation of a program of advice/input/review of WaterNSW owner operator project support
- Supporting WaterNSW stream leads and subject matter experts in understanding, responding to and delivering clear, timely and quality advice and feedback as required to ensure quality project outcomes from projects delivered through WINSW

Significant Internal Relationships

Stakeholder	Purpose of Relationship
Subject Matter Experts	Defining and documenting critical WaterNSW business and project requirements Providing business and technical advice/review/input/endorsement for externally delivered projects
CEO, Executives and Senior Leaders	Confirmation of business views/feedback/support to enable CEO and Executive decision making in relevant business and project governance forums

Significant External Relationships

Stakeholder	Purpose of Relationship
WINSW Project Managers, Project Directors and Senior Leaders	Provision of WaterNSW owner operator inputs/advice/review/endorsement for projects

WaterNSW customers and project stakeholders	Understanding expectations and requirements to inform WaterNSW advocacy and input to project development and delivery ensuring outcomes meet requirements and expectations
WaterNSW regulators	Understanding expectations and requirements to inform WaterNSW input to project development and delivery ensuring outcomes meet regulatory requirements

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	
Collaboration and Engagement with Customers and Stakeholders	B	<ul style="list-style-type: none"> • Proactively builds relationships internally and externally to positively impact the business • Actively engages with customers and stakeholders to understand concerns and leverage opportunities for adding value • Initiates and maintains extensive networks to enable the achievement of business objectives
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
Managing Change	B	<ul style="list-style-type: none"> • Understands risks and opportunities of change and is able to take action to ensure the change is successful • Understands the range of reactions to change and actively manages these

		<ul style="list-style-type: none"> Identifies and addresses stakeholder resistance to change Communicates key information and wider reasons for change Gains stakeholder support and generates enthusiasm about change
Customer	Level	
Partnering & Advice	C	<ul style="list-style-type: none"> Consider broader purpose and the long-term context of the customer when providing advice Provides sophisticated and value adding insights for customers Assists customers to explore new ideas and to navigate the road ahead
Business	Level	
Business acumen	B	<ul style="list-style-type: none"> Uses a detailed understanding of the business functions and customer requirements to identify and act on opportunities and make trade offs where necessary Considers how activities in own team and business unit impact on the operations of other teams and business units Clearly defines performance metrics for individual and team to drive strategic direction and operational performance.
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

Mandatory Candidate Requirements

Qualifications:

- Tertiary qualifications in business, commercial or engineering disciplines, and post graduate tertiary qualifications or equivalent experience in project management; and
- Current NSW driver's licence.

Knowledge:

- Program management (including program development, implementation and program change control)

Experience:

- Change management in support of establishing and implementing new ways of operating
- Communications and stakeholder engagement skills

Favourable Candidate Requirements

- Technical document development/technical writing
- Detailed understanding of WaterNSW business

Pre-Employment Checks Required

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