To manage the planning and delivery of a portfolio of Water Monitoring asset projects to meet need, time, cost and quality objectives using WaterNSW project delivery frameworks and tools whilst putting safety first. The project Manager is ultimately accountable for the successful delivery of the individual projects through the management of internal and external specialist resources as required.

# 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. Lead and manage the planning and delivery of agreed outcomes across a portfolio of projects from needs analysis to completion, implementing optimal solutions to address the business needs while meeting agreed time, cost and quality objectives.

**Position**

**Description**

Project Manager

Water Monitoring



**Portfolio**

**:**

**Operations**

**Reporting to**

**:**

**Technical Services Manager North**

**Position Purpose**

1. Establish performance outcomes and measures, monitoring all aspects of project delivery by providing accurate forecasts, regular and timely reporting on project parameters including progress against project plan, risks and issues and on project performance (including schedule, financial, environmental, WHS and quality).
2. Ensure all project risks and issues are effectively captured, allocated, managed, actioned, retired and reported throughout the project lifecycle.
3. Ensure appropriate and relevant internal and external resources are effectively engaged and briefed with clear expectations in a timely manner to enable effective and efficient project delivery.
4. Analyse asset condition assessments, and identify and prioritise works based on condition, criticality, budgets and available resources
5. Manage change with the transition to new technologies, including identifying training and resource gaps, risks and opportunities, and facilitating improvements
6. Share lessons learnt and grow competencies in project and contract management amongst the wider team.

# Key Challenges

* Obtaining alignment and commitment from different stakeholders to prioritise and meet project objectives without direct line management authority to do so.
* Planning projects around limited access to assets and or time restrictions on access to those assets

# Significant Internal Relationships

|  |  |
| --- | --- |
| **Stakeholder** | **Purpose of Relationship** |
| Water Monitoring Teams | Manage the impacts of special projects on team resources |
| Water System Operations / Water Quality | Engage with the Business to ensure projects deliver on required outcomes |

# Significant External Relationships

|  |  |
| --- | --- |
| **Stakeholder** | **Purpose of Relationship** |
| Contractors and consultants engaged in delivery of products and services as part of overall project delivery. | Coordinate regional projects using local resources and/or central resource pools to maximise timeliness and efficiency |
| External third parties (e.g. landowners, council etc.) | Collaborate as part of project delivery to minimise delays (site access / approvals) and mitigate risks (relationships / reputation) |
| Customers (e.g. DPE, MDBA etc.) | Ensure projects meet customer needs, and provide progress and completion reports |

**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**

|  |  |  |  |
| --- | --- | --- | --- |
| Managing Change | B | • | 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 |
|  |  | • | Identifies and addresses stakeholder resistance to change |
|  |  | • | Communicates key information and wider reasons for change |
|  |  | • | Gains stakeholder support and generates enthusiasm about change |
| Driving Performance | A | • | Communicates clear expectations about what is required |
|  |  | • | Conducts regular one on one meetings to provide regular feedback on work progress |
|  |  | • | Is quick to initiate constructive conversations in relation to performance |
|  |  | • | Actively listens to understand before responding |
| Awareness & Personal Resilience | B | • | Continues to perform effectively in highly stressful and ambiguous circumstances |
|  |  | • | Demonstrates a positive outlook in times of uncertainty |
|  |  | • | Is aware of others emotions and adapts approach accordingly |
|  |  | • | Recognises own emotions and employs strategies to manage these under pressure |

**Customer**

**Level**

|  |  |  |  |
| --- | --- | --- | --- |
| Collaboration and Engagement with Customers and Stakeholders | A | • | Builds effective and positive relationships with customers and stakeholders |
|  |  | • | Understands customer and stakeholder needs |
|  |  | • | Forms strong relationships with immediate networks to achieve results |

|  |  |  |  |
| --- | --- | --- | --- |
| **Business** | **Level** |  |  |
| Planning and Delivering Results | B | • | Manages expectations and accepts accountability for deadlines, budget and outcomes |
|  |  | • | Delivers consistently to plans and focuses on the achievement of results despite obstacles |
|  |  | • | Implements quality assurance practices to ensure projects and activities are delivered to required standards. |
|  |  | • | Initiates action without prompting |
| Business Acumen | B | • | Uses a detailed understanding of the business functions and customer requirements to identify and act on opportunities and make tradeoffs 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. |

# Mandatory Candidate Requirements

**Qualifications:**

* Tertiary qualification in Project Management or environmental science or engineering or a related discipline, or demonstrated equivalent experience
* Current NSW Drivers Licence

**Knowledge:**

* Demonstrated knowledge of and practical application of project management methodologies
* Understanding of regulatory requirements as they relate to the delivery of capital projects • Knowledge and understanding of water monitoring techniques and technologies

**Experience:**

* Experience in managing or delivering projects in water/environmental monitoring or a related field
* Experience in coordinating asset installation projects in diverse regional areas
* Proven ability to manage a range of different stakeholders’ conflicting needs to obtain agreement on actions and outcomes
* Ability to assess safety and other risk exposures and proactively manage these across project lifecycles

# Favourable Candidate Requirements

* Post Graduate qualifications in project management or equivalent
* Experience in the design, installation, and management of water monitoring assets
* Extensive experience in successfully managing a portfolio of asset projects

# Pre-Employment Checks Required

* Identification
* Qualifications
* Drivers Licence
* Pre-employment Medical – Mainly office based with occasional site visits
* Police Check