



Principal Governance Advisor

POSITION DETAILS

Position Title: Principal Governance Advisor	Department / Team: Governance and Reporting
Reports to: Program Governance Manager	Number of Direct Reports (and Titles): Nil
Next up Leader: Director, Governance and Reporting	Number of Indirect Reports: Nil
Location: Brisbane	Salary Banding: AO8

THE CROSS RIVER RAIL PROJECT

Cross River Rail is a new 10.2km rail line including 5.9km of twin tunnels running under the Brisbane River and CBD that will unlock a bottleneck at the core of the rail network and will transform the way we travel across the whole of Southeast Queensland.

It will include four new underground stations – at Albert Street, Boggo Road, Roma Street and Woolloongabba - through the middle of Brisbane, provide new above-ground stations at the RNA Showgrounds and Dutton Park, upgrade six stations between Fairfield and Salisbury, deliver three new stations on the Gold Coast and introduce a new world-class signaling system to the wider SEQ rail network.

Once Cross River Rail is operational, journeys will be quicker, stations will be in more convenient locations and there will be capacity to increase train services as our population grows. Making public transport a more viable option for the whole region and helping to ease congestion on our roads.

Further Information: www.crossriversrail.qld.gov.au

OUR VALUES & BEHAVIOURS



WE COLLABORATE

- We treat each other with respect and speak up when this doesn't happen.
- We share information to help everyone be successful.
- We have honest conversations, no agendas or surprise.
- We are curious, asking questions to understand.
- We work through issues together and help each



WE INNOVATE

- We are inclusive, listening to and encouraging differing views.
- We challenge and push the boundaries.
- We apply and share our knowledge to do better.
- We seize our opportunity to set new standards and benchmarks



WE DELIVER

- We act safely at all times.
- We do what we say we will do and when we will do it.
- We understand our individual role and how it fits in to the project's success.
- We take responsibility for our work and speak up when we need help.
- We are committed to continuous development and take every opportunity to review

ROLE OVERVIEW

As part of the Program Delivery Governance and Reporting team, the Principal Governance Advisor champions the streamlining and innovation of governance and assurance processes. This is a key technical leadership role that helps shape how governance is understood and communicated across the program, promoting practices that are both effective and enabling. The position drives the development and continuous improvement of governance and project delivery assurance frameworks across the lifecycle of a complex infrastructure program, ensuring they are not only compliant and robust but also agile, intuitive and fit-for-purpose in a dynamic delivery environment.

The role provides expert advice and oversight across governance forums, ensuring issues are identified and addressed early. With a forward-looking approach, it anticipates emerging risks and opportunities, providing timely insights that inform strategic decision-making and enhance program performance. Leading the design and implementation of adaptive assurance practices that evolve through project phases, the position also supports the maintenance of governance records that underpin accountability and transparency across the Delivery Authority.

Working closely with executives, committees, project teams and external stakeholders, the position fosters cross-functional collaboration to enhance data integrity and supports capability uplift. It also embeds professional judgement and reinforcing governance processes that enable stronger decisions and long-term program success.

KEY RESPONSIBILITIES

Governance and Risk Oversight

- Proactively identify, analyse and interpret emerging program risks and trends to enable early intervention, forward-looking governance and innovative risk response strategies.
- Act as primary advisor to senior executives and executive level committees, including communicating mitigation strategies across programs and influencing portfolio-level prioritisation decisions.
- Accountable for program-wide governance outcomes. This includes maintaining oversight of sub-committee outputs and ensuring executive governance forums receive a holistic, forward-looking view of delivery risks, issues and opportunities.
- Promote effective and timely communication between executive forums and delivery teams to align mitigation strategies, resolve complex issues and support agile, strategic decision-making.
- Lead responses to ambiguous, complex or novel challenges, balancing competing options and adapting governance approaches to anticipate industry or regulatory shifts.

Assurance and Quality Management

- Lead organisational policy changes and embed assurance strategies that drive improvement and deliver consistent, effective and enduring governance across the program.
- Lead the design and implementation of assurance and health check frameworks that adapt as the program progresses through delivery phases, drawing on expertise in program assurance and recognised best practice in governance and risk.
- Develop an insight-driven assurance program that is responsive to immediate needs and evolves with the business environment, using data to highlight systemic issues and improvement opportunities.
- Ensure data quality, governance compliance, and accuracy across all assurance activities, enabling transparent, real-time insights for decision-makers.
- Use data-driven insights to enable high-impact engagement with internal and external partners, supporting capability uplift across teams.

Governance Frameworks and Decision Assurance

- Embed fit-for-purpose governance frameworks that evolve with changing program needs, supporting structured yet flexible decision-making and accountability.
- Shape frameworks at the organisational level to drive consistency and influence how decisions are framed, debated and made across multiple delivery areas.
- Monitor and verify the implementation of governance decisions, using fit for purpose systems and tools to ensure traceability, learning and continuous adaptation.

Continuous Improvement and Documentation

- Identify and lead opportunities to streamline governance and assurance processes, enhancing accuracy, efficiency and continuous improvement across the organisation.
- Develop and deliver training packages to uplift capability and embed governance best practice across stakeholder groups, supporting culture change towards consistent, transparent and accountable governance.
- Maintain assurance templates to support compliance, consistency and best practice in governance and assurance processes.
- Manage governance documentation to ensure knowledge retention, audit readiness, and accountability by retaining decisions and their supporting materials.

Stakeholder Engagement and Collaboration

- Work closely with executives, committees, project teams and external stakeholders to foster cross-functional collaboration and enhance data integrity.
- Engage with partners and delivery teams to ensure governance insights are comprehensive, actionable and aligned across forums.
- Manage the escalation and resolution of issues through integrated governance forums, using tools such as issues registers.
- Embed professional judgement and a culture of constructive challenge and improvement to strengthen decision-making and reinforce accountability.

Other

- To work in accordance with the Delivery Authority policies, procedures and safety requirements and demonstrate alignment with our values and behaviours.

KEY COMPETENCIES

- Proven experience in governance, reporting, program assurance, or executive-level project coordination within complex, large-scale infrastructure or transformation programs.
- Strategic thinking and systems-level insight, with the ability to identify patterns, emerging risks and opportunities to evolve governance and assurance practices to suit changing organisational needs.
- Expertise in program assurance and governance best practice, with a forward thinking approach to designing, applying and maturing frameworks and processes to strengthen effectiveness and agility.
- Demonstrated capability in governance documentation and audit standards, with the ability to manage records that support transparency, accountability and knowledge retention.
- Exceptional written and verbal communication, negotiation and interpersonal skills, with the ability to engage effectively with diverse stakeholders and present findings clearly.



- Self-driven employee with strong organisational skills, attention to detail and professional judgement, able to balance competing priorities in a dynamic, fast-paced environment.
- Relevant qualifications in business, public administration, project management or a related field. Postgraduate study or training in governance, risk or assurance would be desirable.