

Position Description – Extended Possessions Manager

POSITION DETAILS

Department / Team: Program Delivery / Customer & Network	Reports to (title): Senior Possessions and Delivery Sequencing Manager
# Direct Reports: 2	# Indirect Reports: 0
Location: Brisbane	Salary Banding: TRP 1

THE CROSS RIVER RAIL PROJECT

The Cross River Rail Delivery Authority is building a new 10.2km rail line that includes 5.9km of twin tunnels running under the Brisbane River and CBD; with four new underground stations at Boggo Road, Woolloongabba, Albert Street and Roma Street.

Once complete, it will provide trains with a much-needed alternative rail path through the core of the current SEQ Rail network, unlocking a bottleneck and allowing more trains to run more often across the whole of South East Queensland.

The Cross River Rail Delivery Authority is also delivering multiple supporting projects and activities in conjunction with Department of Transport and Main Road. These include accessibility rebuilds for eight surface stations, construction of three new stations on the Gold Coast; upgrades for stabling yards; track works and surface rail enhancements; and the introduction of a new ETCS digital signalling system.

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 into 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, learn and improve the way in which we are delivering the project

ROLE OVERVIEW

The Extended Possessions Manager is responsible for the program management and planning of extended track possessions (commonly referred to as extended track closures, shutdowns or occupations) across all Cross River Rail work packages. The team works with delivery contractors (PPP, Alliance and D&C) and key stakeholders (including Transport and Main Roads and Queensland Rail) to ensure delivery staging is logical, achievable within operational and customer constraints and aligned with project priorities.

Due to the significant pipeline of SEQ rail projects underway, this role is required to work and interface with Transport and Main Roads rail projects to ensure CRR delivery is integrated and considers the cumulative rail network impacts and requirements.

This position reports to the Senior Possessions and Delivery Sequencing Manager and forms part of the Customer and Network Integration team.

KEY RESPONSIBILITIES

- Chair multiple multi-agency working groups to facilitate the development and endorsement of extended possession applications and monitoring of readiness for upcoming extended possessions.
- Support contractors in application for extended possessions including justification of track access based on construction requirements.
- Ensure robust governance and informed decision-making by applying established frameworks, maintaining transparency, and supporting stakeholders to reach timely and aligned outcomes.
- Coordinate state agencies to identify opportunities to optimise extended possessions, aligned to low demand periods on the public transport network.
- Identify network-wide possession regimes that consider current and future rail construction project activities.
- Monitor any changes / risks in the construction schedule that may affect planned extended possessions, including facilitating the development of mitigations and contingency planning where required.
- Develop materials (feasibility assessments, options analyses, readiness assurance documentation and associated checks) for governance review and approval
- Provide structured information, administer and present at the Delivery Sequencing Steering Committee to support decisions on extended possessions.
- Work with key stakeholders across multiple disciplinary areas to inform them on all changes to the extended possession program and provide up to date information.
- Report progress and escalate risks to the Senior Possessions and Delivery Sequencing Manager and give advice on solutions and mitigation measures.
- Manage key processes, documents and tools, ensuring compliance with key project requirements.
- Lead the Extended Possession's team in the delivery of their responsibilities including setting and supporting completion of KPIs and development plans.
- Work in accordance with the Delivery Authority policies, procedures and safety requirements and demonstrate alignment with our values and behaviours.

KEY COMPETENCIES

- Demonstrated experience in possession (commonly referred to as track closures, shutdowns or occupations) planning and/or works sequencing within a complex multi-agency public transport environment.
- Skilled at proactively identifying risks, issues, and opportunities in delivery programs, and developing practical mitigation and contingency strategies.
- Experienced in chairing and presenting at multi-agency meetings to engage stakeholders, foster collaboration, support informed decision-making, and resolve issues.
- Effective communicator with strong interpersonal and written skills, able to build productive relationships, deliver clear briefings and reports, and engage stakeholders at all levels.
- Strong program management skills to coordinate delivery activities and stakeholder inputs within governance frameworks to achieve positive project outcomes under tight timelines and shifting priorities.
- Demonstrated team leadership, setting clear expectations, supporting development, and enabling the team to deliver outcomes in line with project priorities.