

Position Description – Legal Counsel, Delivery (Program Delivery)

POSITION DETAILS

Department / Team: Legal (Program Delivery)	Reports to (title): General Counsel
# Direct Reports: 0	# Indirect Reports: 0
Location: Brisbane (Midtown)	Salary Banding: TRP

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 AND 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 curios, asking questions to understand.
- We work through issues together and help each other.



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, learn improve.



ROLE OVERVIEW

As Legal Counsel, you will play a key role in supporting the Delivery Legal team by providing timely, practical, and high-quality legal advice on matters relating to project delivery. Reporting to the Deputy General Counsel, you will be responsible for reviewing and negotiating contracts, preparing legal correspondence, conducting legal research, and identifying and managing legal risks. You will also contribute to the resolution of complex legal issues. You will work closely with the Commercial and Project Delivery Teams in identifying risks and potential issues and working through pragmatic, contractually compliant solutions.

You will collaborate closely with internal stakeholders and external partners, contribute to legal briefings and support dispute resolution processes.

KEY RESPONSIBILITIES

- Deliver high-quality, timely, and commercially pragmatic legal advice on project delivery and contract-related matters.
- Collaborate with Commercial and Program Delivery teams to proactively identify legal risks and develop effective legal and commercial risk mitigation strategies.
- Undertake legal research, interpret legislation and contractual provisions, and prepare clear, concise and commercially focussed legal advice across a broad range of issues.
- Review, draft, and negotiate contracts, interface agreements, contractual notices, governance documents, and other legal instruments to ensure alignment with project objectives and legal requirements.
- Provide strategic legal support to the Delivery Authority, particularly in relation to contract management, whole-of-project risks, disputes, and issue resolution.
- Prepare succinct and contractually correct correspondence that meets the practical needs of the Project and ensures the contractual risk position of the State is preserved.
- Prepare legal contributions for briefing papers to the CEO, Minister, Board, and Steering Committees, ensuring accuracy and relevance.
- Manage and oversee the work of external legal counsel, including briefing, supervision, and cost-effective use of external legal services.
- Contribute to internal legal knowledge sharing and deliver training sessions to build legal capability across the Delivery Authority.
- Work in accordance with the Delivery Authority policies, procedures and safety requirements and demonstrate alignment with our values and behaviours.

KEY COMPETENCIES

The successful candidates will be able to demonstrate the following key competencies:

- Demonstrated experience in legal practice supporting major infrastructure or construction project delivery; experience in transport sector projects is highly regarded.
- Proven ability to manage legal risk and compliance within complex contractual frameworks, working collaboratively with multidisciplinary teams.
- Familiarity with alliance or collaborative contracting models.
- Strong background in claims management and back-end construction law, including dispute resolution and legal project oversight.
- Excellent written communication skills, with experience drafting complex contracts, legal correspondence, and executive-level briefings.
- Confident communicator with the ability to engage senior stakeholders, deliver clear legal advice, and influence outcomes on complex matters.
- Capable of managing competing priorities independently while exercising sound legal judgment.

Mandatory requirements for role

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- Admitted or immediately entitled to be admitted as a legal practitioner of the Supreme Court of Queensland.