

Position Description – Alliances Project Manager

POSITION DETAILS

Department / Team: Alliances	Reports to (title): Senior Project Manager
# Direct Reports: 0	# Indirect Reports: 0
Location: Brisbane	

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.crossrивerrail.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 purpose of the role is to provide the Rail, Integration and Systems (RIS), and European Train Control Systems (ETCS) programs with project management support including the coordination of issues escalation, change controls and change management, ensuring compliance within comprehensive governance and project risk control frameworks and processes.

The position will work closely with the Delivery Authority RIS and ETCS project teams and liaise with stakeholders from the Sequence and Unity Alliances to facilitate the identification and escalation of risk and issues. You will also contribute to ongoing risk mitigation controls, including supporting the coordination of its Project Owner's requirements under the RIS and ETCS Project Alliance Agreements, and other related contracts as directed by the Senior Project Manager and Alliances Project Director.

KEY RESPONSIBILITIES

- Support the Alliances team with implementation and monitoring of project controls, governance and change management.
- Oversee the preparation and coordination of Change Management deliverables, including impact assessments, change requests, and communication plans.
- Responsible for the development and prioritisation of the three-month plan for governance, risk and change management and deliverables.
- Drive continuous improvement in risk and change management processes to support successful project outcomes.
- Facilitate regular risk meetings with risk team leads and relevant stakeholders to assess emerging risks, issues, and changes.
- Update risks, controls, and mitigation strategies within the Delivery Authority's Active Risk Manager (ARM) tool, aligning with the project's risk profile.
- Identify and escalate issues related to the program of works and provide advice on solution and mitigation measures.
- Support and participate in planning and other relevant activities to understand schedule dependencies and identify flow-on effects.
- Assist in project management activities for both Brownfields and ETCS, including time and cost; and participate in Project Reporting monthly cycle activities including contributing to detailed project reviews.
- Contribute to the preparation of project reporting deliverables including presentations, governance papers and change management deliverables.
- Maintain strong working relationships with Alliances team members and other Delivery Authority teams to ensure seamless integration and effective project management.
- Act as a liaison between teams to coordinate risk management and project control efforts.
- To work in accordance with the Delivery Authority policies, procedures and safety requirements and demonstrate alignment with our values and behaviours

KEY COMPETENCIES

- Advanced experience in leading and coordinating project controls, risk management, change controls, issue escalation and governance in a major project environment across the full project life cycle. Rail infrastructure experience will be highly regarded.
- Strong communication skills with ability to effectively and persuasively convey complex risk and governance information to range of stakeholders both verbally in meeting and workshop environments and in writing via briefings and reporting.
- Strong analytical skills and understanding of project lifecycles to enable effective risk and issues identification, review and analysis of project dependencies, potential impacts, development of mitigation strategies and prioritisation of controls.
- Strong relationship building and stakeholder abilities to allow liaison, collaboration and coordination between many teams and stakeholders to ensure project success.
- Experience managing and maintaining risk and issue registers, and risk management tools.
- Relevant Project Management or tertiary qualifications are desirable.