



Senior Manager Communications

High Speed Rail Authority

Title: Senior Manager Communications

Classification: EL2

Employment Type: Full time Ongoing

Salary Range: \$139,418 to \$156,673

Location: Sydney or Newcastle (hybrid work – occasional travel required)

Security Clearance: Baseline Vetting Level

Job Reference Number: HR06/24

Contact Officer: Anita Brown, 0447 086 842

Closing date and time: 11:59pm AEST, Thursday, 18 July 2024

High Speed Rail Authority

The High Speed Rail Authority (HSRA) was established in June 2023, and was tasked with planning, developing and overseeing the construction and operation of an East Coast High Speed Rail network which would connect Melbourne, Canberra, Sydney, and Brisbane as well as key regional centres along the alignment.

More than just a transport project, High Speed Rail is also a significant economic project. It will unlock opportunities to increase housing affordability and availability, better connect regional Australia, create opportunities for local manufacturing and jobs, and provide a valuable contribution towards Net Zero by 2050.

The Sydney to Newcastle Business Case is the first stage of delivering high speed rail in Australia and will be provided to government for consideration by the end of 2024.

The first priority of the Authority is the Sydney to Newcastle corridor with an Australian Government commitment of \$500 million to start corridor acquisition, planning, and early works in consultation with the NSW Government.

The role

The primary purpose of this role is to lead communications for the Authority including public affairs, internal communications and parliamentary services within the newly formed Stakeholder and Communications Team.

This role provides strategic communications advice to the HSRA Executive Team and its Business Partners and positively contributes to the maintenance and enhancement of the Authority's reputation.

The role will develop and implement proactive and reactive media, social media and communications strategies, and will manage issues and crisis strategies to support the Authority's operations. This role drives the development and implementation of communication and issues management strategies which are effective and align with the objectives of the organisation in order to maintain the Authority's reputation.

Key deliverables

- Live the HSRA values and model good leadership behavior and qualities.
- Lead a team of professionals to deliver high quality communications that supports the work of the Authority.
- Act as a trusted advisor for the Executive and Business Partners providing sound advice and support on issues relating to the operations and reputation of the Authority.
- Develop and manage media and public affairs strategies and campaigns to ensure timely and appropriate responses in line with agreed communication protocols.
- Build on key messages for the Authority to support stakeholder and community engagement activities.
- Manage correspondence with representatives of the media to maintain good relationships and flow of information.
- Work with the leadership team to develop and deliver a comprehensive external relations and internal relations strategy, and support the implementation of industry engagement activities.
- Motivate, inspire and empower the development of an integrated, inclusive and engaged team with a clear focus on the delivery of outcomes and the continued development of capabilities across the team.
- Act as a thought leader, remaining abreast of current and emerging issues and trends, including domestic and international best practice, innovative approaches and opportunities to support the achievements of the business objectives.
- Lead the coordination of all parliamentary services including preparing ministerial correspondence.
- Build and maintain close consultative relationships with internal business partners and stakeholders within government and externally.

About you

We are looking for a candidate who will excel in a fast-paced and dynamic work environment where no day is the same. You are a people leader who could bring their proven track record to this new and exciting high profile project.

Responsibilities and duties are consistent with the [Australian Public Service Work Level Standards](#). Ideal candidates must have:

- A Bachelor's Degree in a relevant field or an equivalent combination of training and experience in communications, public relations, media, and journalism.
- Well-developed communication and interpersonal skills including the ability liaise with staff and stakeholders at all levels and across multiple institutions.
- Experience and demonstrated knowledge of communications in a government or political context.
- Sound project management skills to achieve work goals and to meet planned targets, deadlines, and commitments with minimal supervision.
- Solution-oriented mindset and proven ability to address challenges and solve problems that require a high level of critical thinking, creativity and resourcefulness.

Knowledge and experience working on infrastructure projects is highly desirable. Some travel will be required to attend events including stakeholder engagement meetings, workshops and community or industry engagement sessions.

What we offer

- The opportunity to participate in establishing one of Australia's highest profile infrastructure projects
- Capability development opportunities focused on your individual career goals
- Flexible working arrangements, including working remotely
- Support for First Nations people and Women's progression into senior leadership roles.

Eligibility requirements

Employment with the HSRA is subject to conditions prescribed within the *Public Service Act 1999* included:

- **Citizenship:** Candidates must be an Australian citizen to be eligible for employment with the Authority.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at the Baseline Clearance Level. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a verifiable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

How to apply

Applications for this opportunity close at 11:59pm AEST, Thursday, 18 July 2024 AEST.

You should submit a brief expression of interest (no more than 1 page) and a current CV (no more than 3 pages) outlining your skills, interest and suitability.

All applications must be submitted to HR@hsra.gov.au

Please advise the contact officer if you require reasonable adjustments throughout the recruitment process. The Authority is committed to the accessibility of our systems.

If you find accessibility limitations in our systems, please contact corporate@hsra.gov.au and an alternative application format will be provided to you.