



Senior Manager Stakeholder Engagement

High Speed Rail Authority

Title: Senior Manager Stakeholder Engagement

Classification: EL2

Employment Type: Full time Ongoing

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

Location: Sydney, Newcastle (remote working supported)

Security Clearance: Baseline Vetting Level

Job Reference Number: HR05/24

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 stakeholder engagement, and provide strategic communications and issues management for the Authority within the newly formed Stakeholder and Communications Team.

This role will be responsible for ensuring effective stakeholder engagement is undertaken across the organisation, and ensure a coordinated and consistent approach to quality stakeholder engagement and management is applied. This role will develop a Senior Stakeholder Engagement Strategy that maps relevant stakeholders, potential issues, and engagement opportunities. This role will provide strategic communications and issues management advice to the HSRA Executive Team and its Business Partners and positively contributes to the maintenance and enhancement of the Authority's reputation.

Key deliverables

- Live the HSRA values and model good leadership behavior and qualities.
- Develop a program of activities to build the Authority's reputation amongst senior and industry stakeholders.
- Build and maintain collaborative and consultative working relationships with key stakeholders to promote open communication and facilitate best practice communication and engagement initiatives.
- Provide specialist advice and support on engagement issues, risks and opportunities and appropriate management strategies to deliver business objectives and enhance reputation.
- Provide strategic communications and issues management advice to inform the Executive Leadership team, and liaise with business partners and the wider team to ensure the early identification of relevant senior stakeholder issues including strategies to foster strong working relationships with them.
- Develop a Senior Stakeholder Engagement Strategy that maps relevant senior stakeholders, issues, engagement approach to ensure a consistent and coordinated approach across the business.
- Chair as required a range of stakeholder engagement forums or reference groups.
- Develop and manage the preparation of material to assist with briefing senior stakeholders including presentations, speaking notes, and documents to support compelling and engaging communications.
- Develop and manage effective tracking and reporting systems, operating protocols, and stakeholder engagement practices to ensure high-level service delivery outcomes against often competing for deadlines.

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.

- A Bachelor's Degree in a relevant field or an equivalent combination of training and experience in communications, stakeholder and community engagement, and government relations.
- 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 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 major infrastructure projects is desirable. There will be some travel required to attend events including stakeholder engagement meetings, workshops and community events.

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.