

Position details

Title of Position:	Investigation & Learning Lead
Reports to (position title):	Manager HSE
Division:	Assurance
Function:	Health, Safety & Environment
Number of Direct Reports:	None
Grade:	Grade 7

Health, Safety & Wellbeing

ElectraNet is committed to co-creating a workplace of choice and enriching the communities in which we operate.

As an industry leader, ElectraNet is at the forefront of the clean energy transition. We are socially and environmentally ambitious, and our continued commitment to developing, operating and maintaining our network in a way that creates opportunities for people and nature to thrive is essential to achieving our vision of energising South Australia's Clean Energy future.

Our commitment also drives our focus to create a physical and psychosocial environment that supports the health, safety and wellbeing of our people.

We all contribute to ElectraNet's workplace culture and have a duty of care to ourselves and one another to work safely, assess and manage risk, courageously speak up and promptly report any unsafe working practices, hazardous working conditions or security threats and to collectively learn and grow from every opportunity.

Position Overview

The Investigation & Learning Lead is ElectraNet's specialist lead for incident investigation and organisational learning within Health, Safety & Environment. The role owns the technical assessment of incidents and execution of significant investigations, facilitates structured investigation processes using methods such as ICAM and root cause analysis, and acts as the specialist subject matter expert for investigation methodology, evidence quality, and systems-based analysis.

The role coaches investigation owners and participants and builds investigation capability across Health, Safety & Environment and operational teams, is accountable for investigation method quality, and identifies, translates, and embeds learning to reduce risk and prevent recurrence. The role works closely with subject matter experts, operations, and leaders to strengthen investigation practice, industry and organisational knowledge and understanding and support continuous safety improvement.

Key Responsibilities**Technical Execution & Specialist Facilitation**

- Own the technical execution incident investigations using structured, evidence-based methodologies, including ICAM, root cause analysis, and 5 Whys.

- Facilitate investigation processes from initial scoping through to findings, recommendations, and close-out support, ensuring a disciplined and systems-based approach.
- Guide investigation readiness activities, including evidence preservation, information capture, role clarity, and transition from incident response to formal investigation.
- Apply human factors and systems thinking to identify organisational, task, environmental, and individual contributors in line with just culture principles.
- Support reportable and notifiable incident investigations by producing high-quality documentation and regulator-ready investigation outputs in partnership with relevant internal stakeholders.

Method Quality & Specialist Advice

- Act as the specialist subject matter expert for incident assessment and response, investigation leadership, methodology, evidence quality, causal analysis, and effective recommendation development.
- Maintain accountability for investigation method quality by reviewing investigation design, findings, and recommendations for rigour, consistency, and systemic focus.
- Provide specialist advice to investigation owners, leaders, and subject matter experts on investigation approach, methodology selection, and quality standards.
- Identify improvement opportunities in investigation tools, templates, and practice to strengthen consistency and usability across the business.
- Analyse and identify investigation trends and share insights to build and develop organisational capability and effectiveness.

Coaching & Capability

- Coach investigation owners through assessment, response planning, evidence gathering, analysis, and recommendation development to build practical investigation capability.
- Develop and deliver training in investigation methodologies, interviewing techniques, and learning-focused investigation practice.
- Build capability across Health, Safety & Environment and operational teams by providing specialist guidance, facilitation support, and feedback on investigation quality.

Learning Translation & Improvement

- Identify investigation themes, causal patterns, and recurring risks across events and translate these into practical learning for teams and leaders.
- Translate investigation findings into clear lessons, improvement actions, and risk reduction strategies that can be embedded into operational practice.
- Support the evaluation of corrective actions by considering action quality, relevance, and likely effectiveness in preventing recurrence.
- Contribute to continuous improvement in investigation practice and organisational learning by sharing insights across Health, Safety & Environment, operations, and leadership groups.

Significant Working Relationships

- Head of HSE & Risk
- HSE Leadership Team and Incident Owners
- Operations Managers and Non-HSE Investigation Owners
- External Consultants, Regulators, and Investigation Experts

Equipment & Technology Used

- Incident & Investigation Systems (e.g. SAP IMS, Gensuite)
- Learning Management Systems (LMS)
- Investigation templates, evidence registers, and data analysis / reporting tools
- Microsoft 365 and SharePoint

Selection Criteria

Knowledge & Experience

Essential

- Tertiary qualifications in workplace health and safety, engineering or a related field, or equivalent experience.
- Deep technical expertise in conducting structured incident investigations using ICAM and root cause analysis frameworks, including leading the technical execution of complex investigations.
- Demonstrated experience acting as a specialist subject matter expert and facilitator for multidisciplinary investigation teams.
- Strong capability in coaching and developing investigation owners in investigation methodology, evidence gathering, analysis, and interviewing practice.
- Demonstrated ability to maintain investigation method quality through rigorous review of investigation approach, findings, recommendations, and documentation.
- Strong documentation skills, including maintaining evidence trails, writing clear findings and recommendations, and preparing professional reports for senior leadership review.
- Data literacy to identify themes, trends, and causal factor patterns and translate investigation findings into practical organisational learning and risk reduction strategies.
- Working knowledge of the workplace health and safety legislative context for incident notification and investigation, in partnership with internal governance and legal stakeholders as required.
- Strong stakeholder engagement and communication skills, including presenting investigation outcomes, lessons, and improvement priorities to a range of audiences.

Desirable

- 5+ years in Health, Safety & Environment, incident investigation, organisational learning, or capability development.
- Experience in electricity, utilities, energy, or comparable high-risk environments.
- Postgraduate qualifications in safety, behavioural science, or leadership development.

Qualifications & Checks

- Tertiary degree in a relevant technical, behavioural, or management field.
- Nationally recognised qualification as an ICAM Lead Investigator and related frameworks, such as Essential Factors, is highly desirable.

Background Checks

Position Description

- Pre-employment checks, including background and security checks (such as global criminal checks) are required for this position, completed prior to commencement and repeated on a regular basis after appointment.

NOTE: Copies of the above listed qualifications/licences/certificates are required as evidence on appointment.