Position details

Title of Position:	Lead Project Manager
Reports to (position title):	Manager Regulated Portfolio
Division:	Delivery
Function:	Regulated Portfolio
Number of Direct Reports:	Nil
Grade:	8

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 Lead Project Manager is accountable for contributing to the development of key strategies, tactics and capabilities for the delivery of ElectraNet's Regulated projects, while supporting the delivery of outcomes organisation wide. The role works closely with the Manager Regulated Portfolio, to operationalise strategy and provide advice and guidance as a subject matter expert, to ensure contemporary practise in the areas of Project Management.

The Lead Project Manager will be responsible for the delivery of multiple large projects in parallel by effectively managing project risks, costs and schedule, resources and stakeholders to ensure successful project completion and hand over. They have expertise in all facets of project governance and methodologies, systematically adapting or applying these to high complex and integrated projects to achieve optimal outcomes.

Success in this role is characterised by impactful and influential leadership to ensure strong engagement and culture across the function, effective collaboration across the business and successful delivery of functional activities to support the achievement of ElectraNet's business goals and objectives.

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Key Responsibilities

People Leadership

- Provide specialist technical support to stakeholders within ElectraNet to ensure activities are performed in accordance with business processes, systems, and standards
- Proactively identify and support the implementation of changes to standards/templates to achieve greater efficiency, meet regulatory and corporate requirements and achieve outcomes that position the business for innovation and growth
- Support the Manager Regulated Portfolio, with the development, review, maintenance, implementation and evaluation of the operational plans, policies, procedures, and frameworks that govern the Regulated Portfolio, including SPARQ and the ElectraNet and contractor Safety, Quality and Environment (SQE) systems;
- Provide leadership to the project team, to ensure the successful delivery the program of work in accordance with the customers' expectations, ElectraNet business protocols and SPARQ;
- Take initiative, drive for outcomes, take ownership, make independent decisions.
- Support the Manager Regulated Portfolio by providing input into the development of training plans, competency frameworks and assessments, proactively identifying opportunities to increase and broaden project management capability across the business
- Provide ongoing, balanced feedback that rewards positive results and supports less experienced employees to learn and grow.
- Inspire, motivate, mentor, and develop employees to be engaged, accountable and achieve best practice in their respective disciplines.
- Lead external stakeholder management to ensure effective engagement with consumers and other stakeholders and support the positioning of the business.
- Embrace organisation-wide change and lead the team through the change management process to where required, to ensure its success.
- Identify and actively drive improvements and efficiencies across areas of responsibility and influence
- Identify and help facilitate the pre-qualification process of new contractors as and when required; and
- Carry out the duties of the role in a professional and ethical manner and in accordance with ElectraNet's values, Code of Conduct and any other relevant policies.
- Lead external stakeholder management to ensure effective engagement with customers and other stakeholders to support the positioning of the business and achievement of project outcomes.
- Embrace organisation-wide change and lead the team through the change management process to where required, to ensure its success.

Operational & Technical

- Support the Manager Regulated Portfolio with the development, monitoring, analysis and reporting of relevant performance metrics for the Regulated Portfolio, providing value-adding commentary and insight, to demonstrate the extent of success in meeting organisational performance and/or improvement targets;
- Contribute to the development portfolio delivery strategies to achieve project and corporate objectives, and management of portfolio delivery interface for Capex and Opex projects;
- Collaborate with the Commercial and Estimation team to ensure contracting strategies are practical in application;
- Assist Manager Regulated Portfolio to measure portfolio performance using appropriate tools and techniques to monitor performance and project progress and report and escalate as needed;

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- Proactively and constructively resolve team, project, design and/or contractual conflicts and satisfactorily negotiate appropriate outcomes and report and escalate as needed;
- Monitor the effectiveness of the contractors in the delivery of the projects and provide feedback to the Commercial and Estimation team in support of contract strategy development and report and escalate as needed;
- Provide strategic advice and support in relation to all aspects of the Project Management Plan;
- Provide review and endorsement of project variations above the financial DOA of the PM or where requested;
- Lead the delivery of a program of works by
    - planning and designing the overall program of works and proactively monitoring its progress, resolving issues and initiating appropriate corrective action;
    - allocating project resources;
    - securing all necessary internal and external project approvals;
    - managing the program's budget on a program level, monitoring expenditures and costs against the program baseline and provide up to date business plan and F(x) forecast;
    - managing all interdependencies and interfaces between the program of works/discipline and
    - implementation and maintenance of business processes, including governance, risk, financial management and reporting systems that enable effective delivery of projects in a timely and commercial manner;
- Derived the architectural framework for the relevant discipline (Substation, Line and) for successfully delivering multi packages projects (10++) over the five (5) year reset period;
- Provide strategy and guidance for highly acceleration projects to the relevant discipline, including and not limited to bespoke contract establishment, acceleration schedule, team structure etc;
- Detailed knowledge and ability to gain an in-depth understanding of emerging technologies in the relevant discipline;
- Subject matter expert and Delivery division representative for Safety in Design;
- Provide guidance and act as the lead assuror per ElectraNet business protocols and SPARQ methodology.

Behavioural

- Build and maintain strong working relationships with and between internal and external stakeholders, delivering a high level of customer service.
- Create and develop a respectful workplace environment that values cultural diversity, innovation, open discussion and cross functional collaboration to help drive high performance.
- Lead by example; role model desired behaviour and priorities, demonstrate personal accountability for self-development and for achieving quality and timely result.
- Demonstrate behaviour that is consistent with ElectraNet's values, Code of Conduct and Acceptable Use of Technology Resources Policy while performing the role in a professional and ethical manner.
- Promote safe work practises that support the safety of all workers and the security of ElectraNet's assets, proactively reporting safety incidents, near misses and security threats.

Significant Working Relationships

- Managers of functions, Team Leads

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- ElectraNet Leaders and Employees
- ElectraNet Procurement and Estimating team
- External Stakeholder groups including Contractors

Equipment & Technology Used

- Microsoft Project/ P6
- Microsoft Office Suite
- SAP
- PSA

Selection Criteria

Knowledge & Experience

Essential

- Advanced understanding of project management methodologies, tools and principals such as PMBOK, WBS, critical path and earned value management (EVM);
- Significant experience managing complex environment, development approval, land procurement, cultural heritage and sustainability requirements throughout the project lifecycle;
- Extensive success ensuring a health and safety culture is employed across the project;
- Expertise in risk management, including the application of extensive mitigation strategies;
- A strong understanding of procurement and contract management strategies relating to EPC, design, construction and commission;
- Advanced written and verbal communication skills, including influential negotiation and conflict resolution skills;
- Excellent interpersonal skills, ability to work as an effective team member and provide excellent project leadership;
- Strong time management and coordination skills, including problem-solving skills;
- Capable of working under pressure to meet deadlines; acting decisively to make informed decisions;
- Desire and ability to acquire technical and business knowledge and skills;
- Flexible approach to working hours and after-hours commitments;
- Willingness to undertake other duties commensurate with your skills and role requirements; and
- South Australian Car Driver's Licence (or eligibility to obtain one if international candidate).

Desirable

- 10 years' experience in project management or similar;
- Experience in high voltage or electrical engineering; and
- Developing knowledge of a transmission network and the legislation governing the industry (National Electricity Rules, ESCOSA, Rules, AEMO Guidelines).
- Flexible approach to working hours and after-hours commitments
- Electricity Industry background an advantage

Qualifications

- Tertiary qualification in Engineering, Business or related discipline (essential); and
- Eligible for membership with Australian Institute of Project Management (essential).

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Background Checks

- 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.

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