

Position description

Group Manager Risk & Resilience

Position title	Group Manager Risk & Resilience
Position number	201029
Classification level	PESES-1
Position type	Fixed term
Group	Office of the Chief Executive
Division	Office of the Deputy Chief Executive
Reports to	Deputy Chief Executive Officer
Usual place of work	1010 La Trobe Street, Docklands
Date	May 2026
Conditions	Full time (flexibility will be considered)

Our organisation

VicTrack owns Victoria's rail transport land, assets and infrastructure. As a commercially focused government agency delivering for Victoria, we work to protect and grow the value of the portfolio, to support a thriving transport system and make travel and living better for all Victorians. With much of our asset portfolio dedicated to rail transport – our land, infrastructure, trams, trains and telecommunication networks – our focus is on strategic asset management and supporting the delivery of better transport solutions.

Whether we're planning and managing the use of transport land, upgrading the telecommunication network or partnering on major infrastructure projects, our job is to ensure the state's assets continue to serve Victoria now and well into the future.

About the group

Our business is made up of two specialist delivery groups – Property and Telecommunications – supported by Corporate Services and the Office of the Chief Executive.

This position is based in the **Office of the Chief Executive**.

About this position

Reporting relationships

The Group Manager (GM) Risk & Resilience reports to the Deputy Chief Executive Officer and is a member of the Senior Leadership Team.

Delegations / Budget

The role has a financial delegation of \$250,000 ex GST consistent with the Delegations of Authority and is responsible for management of the Risk & Resilience group budget of up to \$2 million.

Purpose of the position

The GM Risk & Resilience will prioritise supporting the operational delivery of VicTrack's strategic direction, by adopting a practical and pragmatic approach to understanding and responding to risk across the organisation, with particular emphasis on senior levels.

They will lead a second line risk function responsible for establishing enterprise risk frameworks, monitoring first line risk management and supporting the first line to enhance performance through informed decision-making and proactive mitigation across operations, programs and investments.

The GM Risk & Resilience will also ensure organisational preparedness for threats and emergencies through risk awareness, Business Continuity Plan (BCP) development, exercise planning, response and improvement, and maintaining crisis and incident management plans. They will also manage VicTrack's insurance program.

Key accountabilities/functions

Position accountabilities

1. **Leadership and role modelling:** Actively and consistently modelling expected behaviours and values of a high performing organisation, by maintaining a regular and meaningful presence in the workplace.
2. **Enterprise collaboration and building trust:** Actively champion and model ways of working that support organisational outcomes and strengthen cross functional ways of working; foster and maintain high trust relationships between teams, peers and stakeholders that contribute to a culture that supports organisational performance and delivery.
3. **Leadership and people management:** Leading a multidisciplinary team, to foster a strong sense of professionalism, high-quality, client-oriented service and continuous capability development.
4. **Exceptional risk management judgement:** Act as a custodian of risk management and reporting frameworks, applying sound judgement to assess risks across project, operational and strategic objectives, identify breaches of risk tolerance and work with stakeholders to implement effective mitigation strategies.
5. **Framework development** Design and oversee succinct risk and resilience frameworks that align and prioritise organisational strategy, while supporting enterprise-wide compliance with relevant regulatory requirements in a timely and practically sensible manner.

6. **Stakeholder Influence:** Build, shape and maintain influential relationships with internal and external stakeholders (including in both the public and private sectors) to deliver strategic risk and resilience outcomes.
7. **Executive engagement:** Provide trusted, strategic advice and subject matter expertise to the Executive Leadership Team and Board, delivering clear, timely and authoritative risk and resilience insights to support informed decision-making across strategy and operations.
8. **Enterprise skill development and advisory oversight:** Build organisational risk and resilience maturity and capability uplift through targeted training, practical tools, and accessible guidance.
9. **Continuous improvement:** Drive a culture of continuous improvement within VicTrack's risk and resilience systems, ensuring processes and capability evolve to meet organisational strategy.
10. **Other duties as required:** In line with Section 31A of the *Public Administration Act 2004* (Vic) other duties may be assigned consistent with employment classification, skills, and capabilities.

Key selection criteria

1. **People leadership and cultural capability:** highly developed leadership and people management skills fostering a high performance culture aligned to common vision, including modelling expected behaviours; ability to lead a diverse team in a dynamic environment, encourage innovative ideas, build trust, provide support, coach, mentor and guide teams and emerging leaders; and foster a positive and collaborative organisational culture.
2. **Working collaboratively and building trusted relationships:** demonstrated ability to build a culture of collaboration across organisational teams; looks for and facilitates opportunities to collaborate with internal and external stakeholders; and actively identifies and overcomes barriers to collaboration and engagement in a constructive and empowering manner; builds trust through consistent actions, values and communication.
3. **Performance:** experience driving and delivering high quality outcomes and priorities that meet expectations of senior executives; the Board; other key stakeholders including customers. Consistently translating organisational priorities into clear delivery plans, managing risk and resource constraints, and driving measurable results in complex and dynamic environment.
4. **Risk leadership and acumen:** demonstrated experience leading teams to support risk-adjusted decision-making, through developing and sustaining organisational risk and resilience capability, with stewardship of risk management frameworks.
5. **Stakeholder engagement:** Expertise engaging and working with business groups to support emerging risk identification, to anticipate and respond to shifts in the operating environment. Proven track record in embedding risk intelligence into corporate strategy, long-range planning, capital allocation, and transformation programs.
6. **Stakeholder influence:** Able to synthesise complex internal and external data into actionable risk and resilience insights for the Executive and Board, shaping organisational priorities and strategic choices.

Customer focus

VicTrack staff practise customer focus by recognising the importance of valuing customers (internal and external) and ensuring that all activities are oriented towards meeting customer needs. We listen to customers about their expectations and focus on delivering solutions that address their needs. Customer focus also includes proactively seeking and acting on feedback to enhance the customer experience.

Safety and environmental responsibilities

Ensure safety and environmental instructions are adhered to and report any inappropriate practices and incidents. Comply with the *Occupational Health and Safety Act 2004* (Vic), as it applies to self, tenants and customers, and environmental legislation in regard to preserving the environment.

Rail safety

All staff who may be required to come into contact with rail activity, including design work and the management of other staff, must:

- be responsible for their actions where those actions can in any way affect or compromise railway safety
- be aware of the railway safety requirements associated with their duties and responsibilities
- take whatever action is possible to prevent unsafe conditions and/or incidents
- report any railway safety problems/hazards to your line manager and the Health & Safety team
- safely access the rail corridor.

Individual attributes

Qualifications and experience

- **Mandatory:** Tertiary qualification in a relevant discipline (e.g. Risk Management, Business, Finance, Engineering, Law, Emergency Management or similar).
- **Experience:** Senior level experience in project and commercial risk management.
- **Experience:** Proven ability to lead and influence across large, complex and highly regulated environments (e.g. government, infrastructure, transport or utilities), including delivering organisational change.

Interpersonal and other features

Internal relationships

- All VicTrack employees, as well as VicTrack Board and committee members

External relationships

- All VicTrack customers
- Vendors and/or suppliers

- Victorian Managed Insurance Authority (VMIA)

Ordinary hours of work

Ordinary hours of work are Monday to Friday between 6:00am and 6:00pm.

Why work for VicTrack?

Our mission

To protect and grow our rail transport assets and drive reinvestment to service Victorians now and into the future.

Our vision

Working at VicTrack provides people with the opportunity to contribute to creating thriving places and connected communities for all Victorians.

As a part of the transport portfolio, we share a common vision as defined in the *Transport Integration Act 2010*: “To meet the aspirations of Victorians for an integrated and sustainable transport system that contributes to an inclusive, prosperous and environmentally responsible state”.

In realising this vision, we are working towards a transport system that promotes:

1. social and economic inclusion
2. economic prosperity
3. environmental sustainability
4. integration of transport and land use
5. efficiency, coordination and reliability
6. safety, health and wellbeing.