

Director, Policy

Position Description

Office of the Chief Executive

Location (TBD), Senior Manager 2

	<p>About ONRSR</p> <p>The Office of the National Rail Safety Regulator (ONRSR) plays an integral role in keeping Australians safe across the nation's vast and varied rail networks. Headquartered in Adelaide, and with offices around the country, ONRSR is an independent regulatory authority that encourages safe rail operations, enforces national compliance with the <i>Rail Safety National Law</i>, and promotes and improves rail safety throughout Australia.</p> <p>Our People</p> <p>At ONRSR we aim to enhance and promote rail safety nationally through effective risk-based regulation. To achieve that, we need people with the vision to contribute to the safety of Australia's railways – people who are professional, whose values align with ONRSR's (Office of the National Rail Safety Regulator) values of independence, respect, integrity, diligence and excellence. People motivated by the opportunity to improve rail safety and by the benefits this delivers to the Australian community.</p> <p>Our purpose</p> <p>Safe railways for Australia</p>
	<p>The Role – Your impact and contribution</p> <p>The Director, Policy plays a key role in achieving the ONRSR vision of safe railways for Australia by leading the development and delivery of ONRSR's policy and legislation framework. The Director advises the Regulator/Chief Executive on effective options for key national policy and reform initiatives to ensure the rail safety regulation framework remains efficient and effective. The Director also leads engagement with key industry bodies, ministerial offices, government departmental and industry representatives.</p> <p>The Director Policy also works closely with Director Safety Strategy to identify policy and reform initiatives to address safety issues and priorities.</p>
	<p>Key Relationships</p> <p>Reports to: Chief Executive</p> <p>Internal: Executive and leadership teams</p> <p>External: Rail Operators, Industry associations, Unions, Government</p>
	<p>Your Responsibilities</p> <p>Activities</p> <p>Combining your enthusiasm for leading policy development and implementation along with your demonstrated experience in co-ordinating and delivering strategic</p>



policy advice and programs critical to the role of the regulator across multiple and complex stakeholder environments, you will:

- Lead the provision of expert policy advice supported by research and analysis to the Chief Executive/Regulator for the national transport agenda.
- Establish frameworks for the identification and management of strategic policy issues, including emerging or contentious policy matters and advice on their effective management.
- Lead consultation with key industry stakeholders on policy and reform including with industry bodies, unions, ministerial offices, government departmental officers and rail transport operators. Manage interactions with ministerial offices and parliamentary activities where required.
- Manage and oversee the review of the National Rail Safety Law and Regulations (RSNL) and Maintenance Advisory Group on behalf of ONRSR.
- Establish and maintain arrangements to deliver consistent, quality and accurate guidance publications for duty holders that support compliance with the RSNL including identifying and prioritising where guidance is required. Promote take up, monitor and evaluate the effectiveness of guidance.
- Lead reviews or evaluations of safety programs, projects, or policy and reform initiatives to determine their effectiveness and to identify opportunities for further improvements.
- Represent ONRSR/Regulator/CE on national initiatives, committees or projects and where required liaise with relevant Divisions or the Regulator.
- Act as a thought leader, remaining abreast of current and emerging issues and trends, including domestic and international best practice, innovative approaches and opportunities for reform to support the achievements of ONRSR's business objectives.
- Lead the documentation and review of the processes, policies and procedures to support effective and efficient delivery of the policy functions.



What you Bring – Key Competencies

Key to success in this role is that you have:

- A record of achievement at a senior level in formulating strategy and policy that has resulted in substantive change.
- Superior understanding of and experience in the workings of government especially for legislation and reform proposals.
- Demonstrated leadership and ability to influence drawing from highly developed communication, liaison and interpersonal skills that reflect capacity to build constructive professional relationships with key people at all levels.
- Demonstrated ability to motivate, encourage and inspire the development of a strong, efficient and ethical team with a clear focus on the delivery of planned outcomes and the continual development of the capabilities and capacities of individual team members.
- Extensive experience in delivery of successful outcomes working in a diverse and challenging organisational environment.
- Excellent knowledge of relevant legislation, regulations, standards and codes of practice.

- Initiative, drive and responsiveness to emerging opportunities and demonstrated leadership capacity to effectively influence and negotiate successful outcomes, while resolving complex matters, gaining stakeholder support, and/or minimising organisational risks.
- Effective planning, coordination, organisation and time management skills to meet deadlines.

Helpful qualifications and experience

To perform this role successfully, it is expected that you have had more than 5 years' experience leading at senior level and the capacity to share knowledge and provide coaching and mentoring for staff.

Formal qualifications in policy, economics, research, or similar or demonstrated, relevant equivalent professional experience in complex government policy and strategy environments. Knowledge of the existing Australian transport reform framework would be favourably considered.

Your compliance

As a regulator, it is important that we are all on the same page when it comes to safety and risk management and everyone at ONRSR is responsible to actively supporting this aspect of our role to promote a positive and safe culture. ONRSR has a zero tolerance to the use of alcohol and non-prescription drugs for all workers while undertaking ONRSR work. This includes workers recalled to duty unexpectedly who should decline to work if doing so puts them in breach of the Drug and Alcohol Policy.

Other items of note

On occasions, this role will require you to work outside of normal business hours, on weekends and public holidays. There is a requirement to travel which may include short stays in ONRSR interstate offices. If you would like more information about how ONRSR regulates please read the [ONRSR Way 2020](#).

Privacy Notification

ONRSR requires personal information and documents relevant to your employment. The collection and handling of this information will be consistent with the requirements of relevant privacy laws.



Our Commitment to you and your Commitment to ONRSR

ONRSR is genuinely committed to investing in the capability of its staff and is proud of its structured Regulatory Officer training program that will support Regulatory Officers in learning the *ONRSR Way* to rail safety compliance in a supportive environment. Opportunities to learn key skills in both a classroom and infield setting are made available through the delivery of our training program and advancing your skills and knowledge in these areas is also available within this program. The success of this program also relies on your engagement and willingness to coach and mentor staff.

ONRSR expects its people to contribute to the efficient and effective functioning of the organisation to meet ONRSR and team strategic goals. This includes actively participating in the Performance Development and Review process; demonstrating appropriate and professional behaviours in accordance with the Code of Conduct and values; aiding team members if required; and undertaking other key responsibilities or activities as directed.

I have read and understood the requirements of the position and agree to carry out the key responsibilities to the best of my ability.

I understand that I may be required to perform other duties from time to time to fulfill the position requirements.