







Senior Capability Partner

Position Description

Corporate Services, Level 5, Permanent
Melbourne

	<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 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 Senior Capability Partner is essential to the creation, delivery and support of clearly defined learning and organisational capability and development projects required to meet a specific need across the organisation.</p>
	<p>Key Relationships</p> <p>Reports to: Senior Manager, People and Capability. Internal: National Operations, Leadership team and all staff. External: Training and development service providers and consultants.</p>
	<p>Your Responsibilities</p> <p>Activities</p> <p>Combining your enthusiasm for, and demonstrated experience, creating and delivering engaging learning and development programs you will:</p> <ul style="list-style-type: none"> • Work with relevant stakeholders to design, deliver and support learning and development programs and initiatives aligned to ONRSR Strategic priorities. • Review and analyse outcomes and feedback of the ONRSR learning and development programs and identify continuous improvement actions. • Establish the annual learning and development calendar to address organisational wide capability gaps while supporting the implementation of all activities including balancing internal and external led delivery. • Create and deliver, either autonomously or with a co-facilitator, bespoke workshop sessions to support organisational development initiatives which may also include designing and deliver specific subject matter. • Develop and design training and eLearning content creation in support of organisational capability requirements and/or change management initiatives. • Develop and/or review, in consultation with key stakeholders, relevant

	<p>Competency Frameworks including supporting the establishment of training modules in accordance with ONRSR's strategic plan, People & Capability strategy and change management initiatives.</p> <ul style="list-style-type: none"> • Provide development coaching services in support of organisational initiatives in support of fostering ONRSR's culture of coaching. • Support line managers in identifying potential development plans for their team members derived from performance management discussions and succession planning within their respective teams. • Report the progress and trends of the delivery of learning and development programs and initiatives to the Senior Manager, People & Capability including undertaking horizon scanning to inform recommendations for future planning. • Other duties as required.
	<p>What you Bring – Key Competencies</p> <p>Key to success in this role is that you:</p> <ul style="list-style-type: none"> • Demonstrated experience in the delivery of learning and development programs in complex environments. • Proven experience in undertaking evaluation of course delivery. • Strong background and broad understanding of contemporary learning and development practices in areas including leadership, performance and capability development. • Experience in establishing and supporting capability and learning frameworks. • Proficient use of Learning Management Systems such as LMS365) and content creation software (such as Articulate). • Experience in leading or supporting different change initiatives applying a learning and development lens. • Advanced communication skills including excellent written and report writing skills and the ability to craft and tailor communications for a range of audiences. <p>Helpful qualifications and experience</p> <ul style="list-style-type: none"> • Essential to this role is that you hold a Certificate IV Training and Assessment and/or are prepared to undertake training to obtain this certification. • Relevant tertiary qualifications or equivalent years of work experience in learning and development or organisational capability roles. • Exposure to contemporary Diversity, Equity and Inclusion frameworks and practices. • Exposure to learning and development tools and applications to support the implementation of engaging learning programs across different mediums such as eLearning. <p>Your compliance</p> <p>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.</p> <p>Other items of note</p>

	<p>On occasions, this role may require you to work outside of normal business hours as there may be a requirement to travel which could include short stays in ONRSR interstate offices. If you would like more information about how ONRSR regulates please read the ONRSR Way 2020.</p> <p>Privacy Notification</p> <p>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.</p>
	<p>Our Commitment to you and your Commitment to ONRSR</p> <p>ONRSR is genuinely committed to investing in the capability of its team and is proud of its structured Regulatory Officer Training Program that supports Regulatory Officers in learning the ONRSR Way to rail safety compliance in a supportive environment. All team members can access opportunities to learn key skills in their role and about regulation through this integral program. The success of these programs relies on your engagement, openness to learning and willingness to share with your peers.</p> <p>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 Plan; demonstrating appropriate and professional behaviours in accordance with the Code of Conduct and values; providing assistance to team members if required; and undertaking other key responsibilities or activities as directed.</p> <p>I have read and understood the requirements of the position and agree to carry out the key responsibilities to the best of my ability.</p> <p>I understand that I may be required to perform other duties from time to time to fulfill the position requirements.</p>