

Position Description



Position title	Business Transformation Delivery Lead
Team/Group	Business Transformation
Work level	4
Position reporting to	Head of Business Transformation
Employment Type	Full time contract
Vision, mission and values	<p>Beyond Blue's vision is that all people in Australia achieve their best possible mental health. Our mission is to promote good mental health. We create change to protect everyone's mental health and improve the lives of individuals, families and communities affected by anxiety, depression and suicide.</p> <p>Beyond Blues values are Collaboration, Respect, Enthusiasm, Excellence, Innovation and Integrity.</p>
Position purpose	<p>The Business Transformation Delivery Lead is responsible for managing the day-to-day delivery of Beyond Blue's business transformation program (EB2020) with the support of the Head of Business Transformation and Executive Team.</p> <p>The Business Transformation Delivery will be instrumental in prioritising, planning and coordinating activities across EB2020 workstreams and realising the benefits of the business transformation program. EB2020 will see Beyond Blue implement a new operating model and transformation roadmap to build the capacity, systems and capability to deliver the Beyond 2020 strategy and help Beyond Blue to be even stronger for the community for years to come.</p>
Role dimensions	<p>Direct Reports Several indirect reporting lines for Project and Product Managers responsible for delivering business transformation projects</p> <p>Overall team Business Transformation</p> <p>Financial Delegation Nil</p>
Key accountabilities	<ul style="list-style-type: none">• Manage the day-to-day delivery of a business transformation program plan.• Work with product and project managers to develop business cases, define business requirements and scope project plans.• With the input of the Executive and Head of Business Transformation, plan and sequence the delivery business transformation projects and activities to promote on time, on costs, fit for purpose deliverables, including:<ul style="list-style-type: none">• Prioritising projects/product activities against other organizational activities.• Managing cross organizational dependencies.

	<ul style="list-style-type: none"> Monitoring actual project activity expenses against agreed BT forecasts. Identifying and manage BT and BT project risks. Managing resourcing gaps and contentions across internal and external teams. Setup, change and manage BT governance forums and reporting. Support the development and delivery of BT change management and communication activities. Support procurement of external partners to deliver critical BT activities.
Key behaviours	<p>A values-based approach to work Communicate openly and transparently</p> <p>Build relationships, partner with the whole organisation Identify and raise risks</p> <p>Identify and understand interdependencies between EB2020 workstreams</p>
Qualifications and key selection criteria	<ul style="list-style-type: none"> Minimum Bachelor's degree in a relevant discipline (e.g. business, human services, health). At least 2 years' experience delivering projects within a similar organisation. Experience in managing large and complex programs and projects and working in agile project management environments. Experience developing and delivery change and communications plans. Experience in resource, budget and schedule management. Experience undertaking procurement and contract management. Solid stakeholder management experience across all levels. Excellent interpersonal skills, with success influencing others and negotiating to managing conflicting objectives. Excellent written and verbal communication skills. Positive, flexible approach with the ability to manage ambiguity and work in a fast-paced environment.
Additional information	<p>Health, safety and wellbeing</p> <p>Beyond Blue is committed to ensuring the physical and psychological health and safety of all employees, contractors and other people involved in our business activities. Our people are expected to comply with our Health, Safety and Wellbeing policy</p> <p>Pre-existing injury</p> <p>The person appointed to this position will be required to disclose any pre-existing injuries or disease that might be affected by employment in this position. This will assist the organisation in providing a safe work environment for staff.</p> <p>Equal opportunity</p> <p>Beyond Blue is an equal opportunity employer. All staff have a responsibility to be familiar with and adhere to the organisation's policies and procedures.</p> <p>Cultural competency</p> <p>Beyond Blue strives to maintain a culturally competent and inclusive workplace. All staff are expected to undergo regular cultural competence training as part of their professional development plans.</p> <p>Employment is subject to:</p> <ul style="list-style-type: none"> A current Police Record Check Proof of the right to work in Australia