



# Program Delivery Manager, Facilitation

**Branch:** Westport  
**Directorate:** Program Management  
**Position number:** 00027495  
**Classification:** Level 8  
**Physical location:** Perth (Murray Street)  
**Award/Agreement:** Public Service Award & Public Sector CSA Agreement 2024

## A world-class container port and trade network, built with nature in mind, that unlocks Western Australia’s future economic prosperity

Imagine being part of a once-in-a-century project that will redefine Western Australia’s trade future. Westport isn’t just building a port. We’re creating a world-class container hub and freight network designed to unlock WA’s economic potential for generations to come.

Westport is the State Government’s initiative to resolve future supply chain constraints by moving container trade from Fremantle to Kwinana. Our vision combines cutting-edge marine infrastructure with an integrated road, rail, and logistics network, supported by innovative policy, governance and technology, to ensure WA remains globally competitive and that the long-term health of Cockburn Sound is supported.

This is a career-defining opportunity to contribute to something extraordinary. At Westport, you’ll join a dynamic, multi-disciplinary team working closely with industry leaders, community stakeholders, and experts in engineering, marine science, sustainability and transport. Together, we’re planning for the next century of trade growth and creating lasting economic, social, and environmental benefits for WA.

To find out more visit: [www.westport.wa.gov.au](http://www.westport.wa.gov.au)

### Westport values



#### Collaboration

Working together with our team, across government and with our stakeholders.



#### Outcomes Focused

Good planning with well defined outcomes, seeking innovative solutions.



#### Clarity

Clear processes and communications, planned and proactive activities.



# Overview of the Directorate

Westport is a transformational program that offers a rare opportunity for progressive and impactful large-scale infrastructure planning. Part of the Department of Transport and Major Infrastructure, the Westport Office is responsible for delivering a diverse program of works that will:

- Scale up WA's trade capabilities for the next century.
- Enable larger, more efficient vessels that Fremantle Port cannot accommodate.
- Increase the share of rail freight, reducing road congestion and emissions.
- Include an innovative port design informed by Cockburn Sound marine environment science.
- Enable the transformation of Fremantle Port into vibrant mixed-use communities.
- Generate thousands of jobs during construction and operations.
- Encourage growth within the Kwinana Industrial Area and Western Trade Coast.

Since 2017, Westport has been tackling the challenge of Fremantle's future constraints head-on. Stage 3 delivered a preferred design and a compelling Business Case showing the economic risk if WA doesn't act now. Currently in Stage 4 – Definition and Delivery, we're moving ahead with detailed plans for marine infrastructure, roads and rail.

Guided by our values, Westport is a decade-long journey to deliver a new container port in Kwinana by the late 2030s, futureproofing WA's trade capabilities for the next century.

## Overall purpose of the role

The Program Delivery Manager, Facilitation leads a designated workstream within the Program Management directorate to facilitate program delivery and support strategic supply chain management across the Westport Program. This includes the development and implementation of a strategic program delivering the following key scope elements:

- Strategic external interface management – to ensure a single point of coordination and strategic alignment across multiple internal and external stakeholders
- Land assembly and planning – ensuring land is available for construction activity and final operation when required, future land use planning accommodates Westport requirements, and minimising impacts to industry
- Approvals and compliance program – obtaining and managing the non-environment and heritage related approvals and agreements required to construct and operate the port
- Urban and landscape design framework – developing and implementing the framework to ensure Westport infrastructure, operations and related land development achieves agreed quality outcomes, user benefits and future needs
- Strategic Supply Chain Management – addressing key materials, commodities and associated resources required for delivery of projects across the program, in partnership with the Westport supply chain and engaging with the broader Western Australian construction industry on long lead time materials, common materials and critical components, fabrication, logistics and workforce solutions.

This involves the design and delivery of Westport work packages managed by technical project delivery staff, substantial consultancies, and through organising the collective capability of the public sector to enable and guide works programs.

## Work description

- Facilitates program wide/cross-project activities, including the development and implementation of strategies in sustainability, productivity and Noongar opportunities areas, and strategic supply chain and land assembly matters.



- Supports the Program Director to ensure the Westport program is appropriately interfaced and that projects work together and with industry and government collaboratively to achieve best for Program outcomes.
- Supports program wide negotiations with industry to use Westport's scale, duration and collective buying power to ensure a secure and cost-effective supply for key materials, equipment and workforce.
- Sets the strategic direction for and manages a designated workstream team within the Program Management directorate, ensuring alignment with internal Westport policies and processes and proactive management of internal and external interfaces.
- Leads and proactively manages external stakeholder management, ensuring engagement and alignment is maintained across government, industry, and delivery partners, and effective coordination occurs within the Westport program.
- Ensures the coordination and delivery of land assembly activities, including management of acquisition, transfer and mitigations in line with program requirements.
- Oversees approvals and compliance programs, and monitors progress of all non-environmental and heritage approvals, ensuring regulatory, schedule, compliance and reporting obligations are met.
- Ensures the development of urban and landscape design frameworks, setting expectations for quality, sustainability, and design and delivery outcomes, including oversight and compliance in implementation.
- Ensures strategic planning for category management provides clear and achievable implementation priorities, through ongoing and close engagement with industry partners to secure critical materials and resources to deliver the Westport program within a highly active environment of competing programs and projects, meeting the State's priorities for a cost-effective and sustainable supply chain.
- Manages the development and implementation of technical business cases, ensuring robust analysis of costs, risks, and options prepared by project teams, supporting sound decision-making in compliance with the Westport Program goals.
- Provides governance and performance oversight for multidisciplinary teams and consultants, ensuring deliverables meet contractual obligations, technical standards, and program timelines.
- Monitors and directs risk management activities to ensure mitigation strategies address land, design, and supply chain challenges effectively.
- Ensures integration of technical workstreams with strategic priorities, coordinating dependencies across engineering, planning, design and construction phases to achieve cohesive Program outcomes.
- Represents Westport at senior government and industry forums, providing authoritative advice and ensuring alignment between technical delivery, strategic objectives and Westport Program goals.
- Responsible for the human, financial, technology and physical resources associated with managing teams and projects.
- Responsible for reporting into the Westport Governance processes.



# Work related requirements

The following criteria are to be applied within the context of this position, which includes alignment to Westport's values.

## Criteria

### Essential:

1. Demonstrated experience in strategic supply chain planning and supply chain management, and/or the facilitation of strategic supply chain programs or projects as part of major infrastructure development initiatives.
2. Substantial project management experience leading the delivery of complex projects or workstreams within complex projects, throughout all phases of the project lifecycle.
3. Highly developed strategic thinking, problem solving, and decision-making skills, with the ability to communicate complex ideas clearly and concisely to a range of audiences in written, verbal and presentation formats.
4. Excellent communication, negotiation, and interpersonal skills, with the ability to influence and collaborate with senior stakeholders, sustain productive relationships and work effectively in a team environment including integrating multiple technical work streams.
5. Demonstrated leadership skills including the ability to focus strategically, inspire a sense of purpose and direction and deliver results in alignment with key objectives and expected outcomes.

### Desirable:

1. Demonstrated experience and capability managing facilitation processes supporting the delivery of complex projects or programs.
2. Demonstrated understanding of, and experience working with, Government processes including the development of large and complex business cases for government.
3. Demonstrated experience in the management of contracts, contractors, and consultants in the delivery of complex infrastructure programs or projects.



# Reporting relationships

Managing Director – Band 3



Program Director, Program Management – Class 2, 4 FTE



**Program Delivery Manager, Facilitation (this position)**



Project Manager – Level 7, 4 FTE

Project Lead – Level 6, 1 FTE

Senior Project Officer – Level 5, 1 FTE

Project Officer – Level 4, 2 FTE

Contractors/Consultants

## Allowances/special conditions

- A current national police clearance certificate incorporating criminal and traffic convictions and infringements is required for this position.

## Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

**Executive Director  
People and Culture**

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SOMETHING **REAL**