



Risk and Strategy Business Partner

Sustainable Timber Tasmania (STT) is a Government Business Enterprise with responsibilities for managing approximately 800,000 hectares of Tasmanian public production forest. STT undertakes forestry operations on this land and sells forest products. STT's purpose is to be a customer-focused and financially viable forest products and services provider, sustainably managing Permanent Timber Production Zone land for multiple-use as a community asset.

ORGANISATIONAL CONTEXT

Division:	Business Development and Strategy	Group:	Business Development and Strategy
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POSITION PURPOSE

The Risk and Strategy Business Partner provides leadership and management in actively identifying, monitoring and mitigating STT's key risks.

POSITION DETAILS

Position No.	Reports To	Direct Reports	Location
	GM Business Development and Strategy	Nil	Hobart

Industrial Instrument Sustainable Timber Tasmania Enterprise Agreement 2018

Broadband Classification D

Working relationships Maintains collaborative working relationships with contractors, employees and relevant key stakeholders.

POSITION ACCOUNTABILITIES

Duties and responsibilities include, but are not limited to the following:

- Evaluate extent of STT's risk exposure and assist management and business units develop strategies and controls to minimise all forms of risk to the organisation
- In partnership with the business develop risk treatment plans and initiatives to help business units manage and mitigate their risks
- Develop clear and concise communications and recommendations to support the organisation's operational and strategic risk management
- Liaise with certification team to deliver compliant risk management and reporting from a certification perspective.
- Develop, implement, communicate and educate risk management frameworks and guidelines
- Participate on senior management level committees.
- Report on risk matters, both material and non-material, to senior management and the Board as required.
- Manage risk documentation and recordkeeping process for risk matters using systems and processes designed to monitor and capture actions as a result of identifying compliance issues and risks
- Engage staff in the risk and compliance process to demonstrate relevance, importance and efficiencies of the risk framework.
- Undertake special corporate projects as required, including developing project plans including timelines, budget, cost benefit, risk analysis and resources to successfully deliver and implement projects in accordance with the organisation objectives
- Manage insurance program annually and establish effective relationships to negotiate insurance options
- Actively contribute to the organisation achieving its target culture through day to day work practices and workplace initiatives
- Maintain a high level of customer service in order to provide consistent, timely and accurate advice and service

to internal and external stakeholders and resolve discrepancies.

- Review current activities and new opportunities for organisation improvement through the way work is done, costs and productivity improvements.
- Keep up-to-date with emerging trends and changes to Acts, legislation and regulations and prepare reports and recommendations to internal and external customers as required.

QUALIFICATIONS, SKILLS, ABILITIES AND EXPERIENCE (Selection Criteria)

- Degree in Business, Law, Management, Economics or relevant associated discipline (Post graduate management qualification is desirable)
- Detailed experience in strategic risk management and reporting
- Strong communication, presentation and influencing skills
- Creative – ability to “think outside the square”
- Capacity to “bring the team on a journey”
- Desirable: Consulting, project management, change management

COMPETENCIES

Leading and Deciding	Takes control and exercises leadership. Initiates actions, gives direction and takes responsibility.
Interacting and Presenting	Communicates and networks effectively. Successfully persuades and influence others. Relates to others in a confident and relaxed manner.
Analysing and Interpreting	Shows evidence of clear analytical thinking. Gets to the heart of complex problems and issues. Applies own expertise effectively. Quickly learns new technology. Communicates well in writing.
Creating and Conceptualising	Open to new ideas and experiences. Seeks out learning opportunities. Handles situations and problems with innovation and creativity. Thinks broadly and strategically. Supports and drives organisational change.
Organising and Executing	Plans ahead and works in a systematic and organised way. Follows directions and procedures. Focuses on customer satisfaction and delivers a quality service or product to the agreed standards.
Adapting and Coping	Adapts and responds well to change. Manages pressure effectively and copes well with setbacks.
Enterprising and Performing	Focuses on results and achieving personal work objectives. Works best when work is related closely to results and the impact of personal efforts is obvious. Shows an understanding of business commerce and finance. Seeks opportunities for self-development and career advancement.
Organisational Values	Demonstrated commitment to the promotion of the organisational values and ensures all tasks are completed safely and consistently with the values.

SPECIAL CONSIDERATIONS

- Participate in fire activities as required and where required pass the annual fire fighter health risk evaluation comprising both the medical assessment and the fitness test
- Hold a current manual driver’s licence
- Required to participate in the Performance Development process
- Required to achieve and maintain the required skills, certificates and accreditation to perform the requirements of the role
- Must comply and adhere to the organisations policies and procedures, including the Code of Conduct
- Out of hours work maybe required and all staff are to be available for rostered fire duties on weekends, public holidays and outside normal work hours

- Must adhere to duty of care responsibilities to yourself and others under health and safety legislation