

Project Manager, Community Based Venues

VCAT is looking for an experienced project manager to assist in the delivery of standalone VCAT venues in suburban Melbourne.

VCAT is currently establishing stand-alone community-based venues in suburban Melbourne to enhance its service delivery and demand management, as well as to relieve courtrooms in Magistrates' Court venues for the introduction of the Specialist Family Violence Courts (SFVC). These venues are being designed and delivered in partnership with Court Services Victoria (CSV).

The Project Manager's responsibilities will include the utilisation of project management tools and coordination of project activities to support the delivery of these venues within agreed timeframes and in accordance with key milestones.

This role will operate from VCAT and support the community-based venues project team, reporting to the Senior Project Manager.

The successful candidate will be highly organised and have a strong focus on project outcomes, in addition to:

- Proven project management experience, including delivery of projects in accordance with strict timelines and in compliance with regulatory frameworks
- The ability to plan and drive project delivery to meet stakeholder expectations
- Attuned financial management, contract management, procurement, risk management, project control and reporting skills
- Strong stakeholder management and negotiation skills.

This is an exciting time to be working with VCAT as it continues to work towards making justice more accessible to all members of the Victorian community.

For further information on this position and to submit your application, please visit careers.vic.gov.au by Tuesday 7 May 2019.

VG7698

WEB LINK