

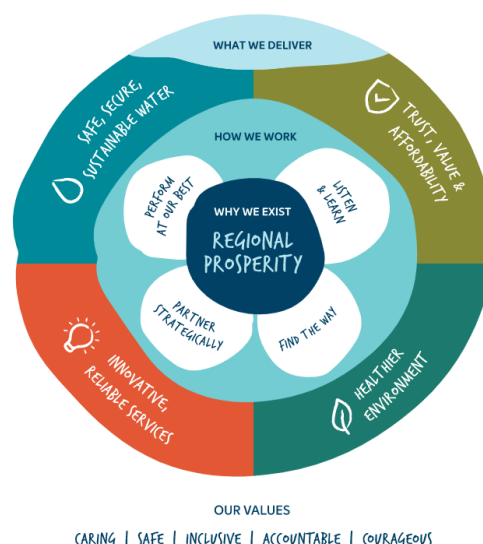
Portfolio Performance Adviser

Group	CUSTOMERS, COMMUNITY AND STRATEGY
Department	STRATEGY AND PERFORMANCE
Job Family	ENTERPRISE PORTFOLIO
Classification	BAND 8
Approved by	GENERAL MANAGER – CUSTOMERS, COMMUNITY AND STRATEGY
Date	JULY 2026
Position Purpose	Maximise the performance and value of Barwon Water's enterprise portfolio by leading benefits realisation, portfolio optimisation and continuous improvement outcomes across operational and capital portfolios. Sitting in the Enterprise Portfolio Management Office, the Portfolio Performance Adviser provides enterprise portfolio insights, guidance and assurance to support informed investment decisions, strengthens accountability for benefits delivery and drives continuous improvement and portfolio performance outcomes.

Organisation context

Recognising the challenges of climate change, population growth, rapid technological advancement and economic transition, we are shifting our mindset from water utility to being a leader of the region's prosperity.

Our vision for regional prosperity not only encompasses economic, social, and environmental elements, but also recreational and cultural elements, including enhancing Aboriginal values.



Customers, Community and Strategy group

The purpose of the Customers, Community and Strategy Group is to enable delivery of outstanding value to our stakeholders and customers through commitment to our values. The group is responsible for strategy, business improvement, performance, customer care, communications, education and engagement, pricing and regulation.

Strategy and Performance department

The purpose of the Strategy and Performance department is to ensure Barwon Water's enterprise strategy provides a compelling, credible blueprint to maximise our contribution to regional prosperity, backed by contemporary strategic delivery capabilities, along with robust plans and performance management to execute our strategy.

Organisational relationships

Reports to	EPMO Lead
Directly supervises	NA

Accountabilities

Portfolio Performance and Continuous Improvement

- Identify, assess and promote opportunities to improve organisational performance, optimise business processes and increase value generated from operational and capital investments.
- Lead the delivery and reporting of the organisation's Customer Affordability Pipeline target, providing timely insights on value delivery, financial performance, delivery progress, risks and realised benefits.
- Utilise data-driven analysis and portfolio insights to identify trends, inefficiencies, dependencies and improvement opportunities across the enterprise portfolio.
- Partner with initiative sponsors, business leaders and delivery teams to embed continuous improvement practices and strengthen accountability for delivering measurable outcomes and benefits.
- Support the successful implementation and adoption of improvement initiatives through effective stakeholder engagement, change management and capability uplift activities.

Benefits management framework and standards

- Develop and maintain Barwon Water's benefits management framework, to support consistent benefits planning, tracking and reporting across the enterprise portfolio.
- Provide the mechanism, tools and training to initiative sponsors and delivery teams to define measurable benefits, baselines, targets, benefit owners and benefit dependencies, ensuring alignment to strategic outcomes and Price Submission priorities.
- Provide coaching and quality assurance on benefits artefacts (e.g., benefits maps, benefits registers and realisation plans) and ensure appropriate integration with business cases, delivery plans and change management activities.

Benefits tracking, reporting and insights

- Establish and maintain enterprise portfolio benefits reporting that provides clear visibility of planned vs realised benefits, leading/lagging indicators, confidence in delivery, and key drivers and assumptions.
- Analyse portfolio benefits performance and maturity across initiatives to identify themes, systemic constraints and improvement opportunities, and provide insights to executives and governance forums.
- Embed value realisation and benefits assurance checkpoints at key stage gates and at closure to confirm completeness, achievement and sustainability of expected outcomes.

Learning, post-implementation review and records management

- Lead post-implementation reviews and benefits realisation reviews for key initiatives, ensuring lessons learned are captured, synthesised and shared to improve future delivery.

- Analyse review findings to identify recurring themes, capability gaps and opportunities to improve portfolio performance, governance and delivery effectiveness.
- Maintain accurate and complete benefits records (e.g., benefits registers, realisation plans, review outcomes and supporting evidence) in accordance with organisational policy and regulatory requirements.

Health, Safety & Wellbeing

Barwon Water is committed to providing a safe and healthy work environment to all employees. Employees are expected to perform their duties in accordance with the Occupational Health & Safety Act 2004 and all regulations, codes of practice and organisation policies and procedures. In addition, employees are expected to:

- Promote and demonstrate Barwon Water's high standards in relation to health, safety, environment and quality, championing a culture of safety in the workplace.
- Report unsafe work practices, incidents, hazards and near misses, and unacceptable workplace behaviours.

People Leadership

Barwon Water will comprise a diverse and accountable organisational culture, enabled through inclusive leadership and aligned to strategy, values and behaviours. At Barwon Water this includes;

Executive Leader (GMs) demonstrate all of the below

- Driving the direction of the organisation across all functions, connecting the organisation's strategy to its people, and creating a sense of purpose.
- Remain cognisant of the environment external to Barwon Water, local and global, bringing back opportunities and responding to risks with outward focus.
- Advocating for Barwon Water and its people including to the Board, community, industry and state government.

Senior Leader (leaders who reports to GMs and Managers) demonstrate all of the below

- Adopt best practice people management philosophy to motivate and inspire through high performance - performance management, providing meaningful feedback, mentoring, recruitment, and coaching and development.
- Confidently drive and supports change throughout the organisation to ensures sustainable outcomes, including directly engaging adversity and navigating through challenging circumstances.

People Leader (leaders with direct reports) demonstrate all of the below

- Champion team engagement and promote high performance by motivating and enabling people to make the necessary changes to efficiently deliver our organisational strategy.

All employees

- Promote and foster collaborative team and stakeholder relationships based on growth and resilience, integrity, accountability and inclusion, and commits to the Barwon Water value of 'Leadership'.

Competencies

Performance & Achievement	Achieves outcomes with a performance mindset and clear sense of accountability.
Commercial & Financial Acumen	Delivers with commercial, financial, and organisational nous.
Effective Communication & Impact	Collaborates and communicates with clarity, vision, purpose, and impact.
Customer & Community	Creates Customer and Community value.
Growth & Resilience	Operates with resilience, growth and adaptivity.
Inclusion	Open and accepting of different ideas and experiences, groups and people and harnesses their potential.
Change & Innovation	Positively initiates and contributes to innovation, change and improvement.
Strategic Focus	Sees ahead to future possibilities and translates them into breakthrough strategies.

Performance level

Action & Accountability	The Portfolio Performance Adviser is accountable for providing an enterprise-wide specialist service in benefits management, CAP delivery insight and portfolio value realisation. This role owns and continuously improves benefits frameworks, standards, tools and assurance checkpoints to support consistent, transparent and auditable benefits planning, tracking and reporting.
Judgement & Problem Solving	The Portfolio Performance Adviser exercises sound judgement to analyse complex portfolio, financial, delivery and benefits information, applying analytical reasoning to identify trends, constraints, risks and options. Uses evidence, assumptions and stakeholder input to assess benefits maturity, confidence in delivery and value at risk, and develops fit-for-purpose responses that support governance, prioritisation and continuous improvement outcomes.
Specialist Knowledge & Skills	The Portfolio Performance Adviser applies extensive specialist knowledge and a high level of skill in benefits management, enterprise portfolio reporting, business improvement, financial performance tracking and benefits assurance. Demonstrating strong capability in defining measurable benefits, baselines, targets, ownership, dependencies and review mechanisms, and in translating complex data into clear insights for sponsors, delivery teams, executives and governance forums.
Management Skills	The Portfolio Performance Adviser manages complex benefits, CAP and improvement activities involving multiple stakeholders and interdependent work across the organisation. Provides functional leadership, coaching, quality assurance and guidance to initiative sponsors, delivery teams and business units without direct line management responsibility, ensuring benefits practices are understood, adopted and embedded consistently.
Interpersonal Skills	Demonstrates strong communication, facilitation and influencing skills to engage senior leaders, initiative sponsors, delivery teams and stakeholders across the organisation. Builds trusted relationships and facilitates constructive discussion to support ownership, informed decision-making and continuous improvement.
Qualifications & Experience	The Portfolio Performance Adviser role requires relevant tertiary qualification and/or extensive relevant professional experience in benefits management, portfolio management, business improvement, financial analysis, project governance, change management or a related discipline.

Our Values

- **Caring** – we care for our customers, community, region, the environment and each other.
- **Safe** – we look out for the health, safety and wellbeing of ourselves, each other, our contractors and community.
- **Inclusive** – we celebrate diversity and the unique talents we each bring, we show respect and collaborate. We learn and work with Traditional Owners.
- **Accountable** – we take ownership, are trustworthy and committed to delivering outstanding outcomes in each of our roles.
- **Courageous** – we speak up, lean in and challenge ourselves to grow.

Success profile

- Strong communication and interpersonal skills, with the ability to engage stakeholders, sponsors and delivery teams, and present benefits and performance information clearly to support decision-making.
- Ability to work collaboratively across the organisation, supporting alignment, follow-through and consistent application of benefits management practices.
- Experience supporting benefits realisation, portfolio reporting, business improvement, governance or project delivery activities in a complex organisation.
- Sound analytical and problem-solving capability, with the ability to interpret portfolio, financial, delivery and benefits information and translate findings into practical insights.
- Experience applying structured frameworks, templates, reporting processes and assurance checkpoints to support consistent planning, tracking and reporting.
- Results-focused, with experience contributing to improvements in performance, value realisation, governance effectiveness or delivery practices.
- Proficiency in data analysis, reporting and visualisation tools, including Excel and enterprise reporting or visualisation platforms.
- Experience developing, maintaining or quality assuring benefits artefacts such as benefits maps, benefits registers, realisation plans, baselines, targets and review outcomes.
- Sound commercial and financial understanding, with the ability to support analysis of business improvement opportunities, delivery confidence and value realisation.
- Relevant tertiary qualification in Business, Commerce, Project Management and/or equivalent relevant professional experience.
- Enterprise Portfolio Management Office experience is highly desirable.

Risk and Compliance Management

Barwon Water is committed to a structured approach to Fraud and Corruption and Risk and Compliance Management in support of its business objectives, including the delivery of safe and reliable water, sewerage and recycled water services to our customers and community. Barwon Water shares responsibilities for these activities across the organisation and expect employees to perform their duties in accordance with policies and procedures.

Equal opportunity

Barwon Water offers a work environment free of discrimination, sexual or other harassment, victimisation, vilification and bullying. Employees are expected to contribute to the maintenance of such a work environment.

Signature

Employee Name (print)

Employee signature

Date

We understand that life balance is an important part of our employees' lives. Barwon Water offers a wide range of flexible arrangements to enable you to balance your work with other commitments and activities including family, health, study, carer responsibilities, hobbies and life/career aspirations. We provide various options such as flexible start and finishing times, working part time, job sharing, working from home and paid leave provisions that can be negotiated to help balance your personal commitments with the demands of the role.