

Position Description

Public Private Partnerships (PPP) Manager

Why work with us

Every child and young person deserves a great education.

We have a strategy that aims to unlock every child’s potential now and into the future, one that in partnership with learners, students, parents and the wider South Australian community will build a world-leading public education system. One that is equitable and prioritises learning and wellbeing.

Together we will make our education system the best it can be.

When our children and young people thrive, so do our communities and our state.

Our values

We are part of the South Australian public sector and share the values of:

							
SERVICE	PROFESSIONALISM	TRUST	RESPECT	COLLABORATION & ENGAGEMENT	HONESTY & INTEGRITY	COURAGE & TENACITY	SUSTAINABILITY
We proudly service the community and the South Australian Government.	We strive for excellence.	We have the confidence in the ability of others.	We value every individual.	We create solutions together.	We act truthfully, consistently, and fairly.	We never give up.	We work to get the best results for current and future generations of South Australians.

About this role

The PPP Manager is responsible for leading the end-to-end management of designated PPP contracts and for liaising and negotiating with a wide range of stakeholders to ensure the operating term of the agreement runs smoothly and effectively.

This role manages the Contract Administrator function, supports the exercise of the State’s rights and obligations as the State Representative under the Project Deed and related agreements, and acts as a key liaison for a broad range of stakeholders.

The position ensures safe, reliable, and value-for-money service delivery is maintained and contributes to the resolution of contract and operational matters, escalating complex issues as required.

Position title	Public Private Partnerships Manager
Classification	ASO8
Division	Office of the Chief Operating Officer
Directorate	Procurement, Contracting and Transport
Location	31 Flinders Street, Adelaide, with flexible working arrangements available.
Reports to	Deputy Chief Procurement Officer
Direct reports	PPP Senior Advisor (2) PPP Adviser (2)
Role description date	April 2026

What you will do (key outcomes)

1. Apply advanced skills and expertise in the management of the PPP Agreement to identify, manage, and resolve risks and issues with Project Co and Project Co Associates in accordance to best practice processes.
2. Develop and maintain effective relationships with the Facility Operator, Crown Solicitor’s Office and the Department of Treasury and Finance and other stakeholders, ensuring collaboration and compliance during the Operating Term of the PPP Agreement.
3. Implement contract, operational, and risk management principles in a complex, dynamic, and sensitive environment to ensure contractual obligations are met.
4. Monitor and manage Project Co’s achievement of key performance requirements and obligations under the PPP Agreement.
5. Provide expert support and advice in the resolution of any contractual claims or disputes, ensuring prompt and effective outcomes.
6. Prepare timely contract management advice and reports that through consultation identify emerging legal and contractual risks, and recommend appropriate resolution, mitigation, or abatement measures.
7. Advise on the application of risk allocation and contract terms, ensuring consistent interpretation and adherence to the PPP Agreement framework.
8. Manage resources and maintain effective procedures, systems, and administrative processes to ensure robust contract administration and compliance.
9. Lead, monitor, and continuously improve the contract management framework, including stakeholder engagement, formal contractual communications, and liaison with key government agencies to incorporate lessons learned and best practice approaches.
10. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

- **Leadership:** Demonstrated experience in leading and managing teams within complex, high-pressure, and multi-stakeholder environments, applying advanced interpersonal and problem-solving skills to achieve organisational objectives.
- **Knowledge:** Demonstrated advanced expertise and practical experience in Public Private Partnership arrangements, including the application of discipline-specific knowledge to complex contract and stakeholder management scenarios.
- **Communication:** Strong interpersonal and communications skills and the proven ability to consult, liaise and negotiate effectively at senior levels, develop and maintain rapport with internal and external stakeholders, foster collaboration and prepare documents that are clear, concise and easily understood by their intended audience.
- **Relationships and Negotiations:** Demonstrated ability to identify, build and maintain key strategic relationships with stakeholders, and to manage difficult conversations in a professional, confidential and tactful manner. Demonstrated high-level negotiation and advocacy skills on behalf of the State, focused on achieving prescribed project deliverables and optimising the State’s value-for-money outcomes.
- **Contract Management:** Demonstrated experience in contract management of complex contract and an ability to applying high levels of problem solving, negotiation, analytical and conceptual skills to deliver outcomes and make well informed and timely decisions within time and budget constraints.
- **Time Management:** Demonstrates high-level organisational and time management skills, with a proven ability to work independently under broad direction and collaboratively within a team environment. Exhibits initiative, exercises substantial independent judgement and delegated authority, to consistently meets critical deadlines while effectively managing multiple sensitive issues.
- **Process Improvement:** Demonstrated experience in leading and managing change processes and implementing innovative, efficient and results oriented solutions in a dynamic work environment.
- **Work Health and Safety:** Demonstrated knowledge and commitment to promoting and creating a safe and inclusive work environment; and the legislative requirements of Equal Opportunity and Work Health and Safety legislation.

Who you will work with (key relationships)	Qualifications
Chief Operating Officer Chief Procurement Officer Deputy Chief Procurement Officer Schools (8 in total) Project Co (2 in total) Finance Division Department for Treasury and Finance -Commercial Division	Essential: Nil Desirable: A tertiary qualification in a relevant field, PPP experience or equivalent experience

Corporate responsibilities	Special conditions
<p>Keep accurate and complete records</p> <p>Act appropriately in line with the Public Sector Code of Ethics at all times</p> <p>Support diversity and promote an inclusive workplace for everyone</p> <p>Maintain a commitment to Work Health and Safety legislative requirements</p>	<p>You will need a current driver’s license and be willing to drive</p> <p>You may be asked to work out of hours</p> <p>You may need to travel within or outside South Australia</p> <p>You need to achieve mutually agreed performance goals</p> <p>You must have a current Working with Children Check</p> <p>You must do Responding to Risks of Harm, Abuse and Neglect – Education and Care training</p> <p>You must be an Australian resident or provide evidence you have a current work permit</p>

<p>Assessed by: Hannah Matthews, P&C Consultant</p>		<p>Approved by: Nathan Hawkes, Chief Procurement Officer</p>	
<p>Date: April, 2026</p>		<p>Date: April, 2026</p>	

