



ASO7– Senior Risk, Compliance and Assurance Advisor

ORGANISATIONAL OVERVIEW

South Australia Police (SAPOL) provides a diverse range of services to the community. These services are aimed at producing a safe and peaceful environment by the minimisation of crime and disorder. It is a large complex organisation which, because of the nature of its operations, is constantly subject to public scrutiny and accountability. It provides services to a range of different locations (over 100) spread across the State on a 24 hour a day basis.

SAPOL's vision is to provide 'Safer Communities'. All SAPOL employees are guided by Our Values of Service, Integrity, Courage, Leadership, Collaboration and Respect. SAPOL is an organisation with a proud history and an exciting vision for the future.

POSITION OVERVIEW

Summary

The Governance and Capability Service supports the Commissioner of Police in the discharge of his responsibility to control and manage SA Police by ensuring SAPOL has appropriate governance and capability to discharge its statutory charter, other government obligations and meet community expectations. The Service leads in supporting strategic thinking, determining strategic objectives, and fulfilling the organisation's vision and values in driving SAPOL performance.

To discharge these functions in line with SAPOL's structure the Service includes the Risk & Assurance Branch that provides professional management of SAPOL's organisational risk and assurance management and business continuity processes. Furthermore, the branch contributes to the strategic and operational direction of SAPOL by developing and recommending business process improvement strategies and enhancing service delivery.

The **Senior Risk, Compliance and Assurance Advisor** plays a key role in shaping SAPOL's risk strategy and enhancing the risk culture, through the development. implementation and

Service

Integrity

Leadership

Collaboration

Courage

Respect



continuous improvement of risk, compliance, assurance and business continuity activities and initiatives. This position offers the opportunity to work closely with internal stakeholders across all business areas to embed our strategic risk program.

Special Conditions

Work Status	The incumbent must hold a current Australian work eligibility status and will be subject to a criminal history check. The incumbent may be assigned to other duties at this remuneration level or equivalent.
Location	Adelaide CBD
Qualifications	Relevant degree qualification in or related discipline
Out of Hours Work	Some out of hours work may be required.
Travel	Some intrastate and interstate travel may be required.
Performance Management	The incumbent is required to participate in SAPOL's iEngage program.

Reporting / Working Relationships

- Reports to the Director, Risk & Assurance
- Works closely with the Manager, Risk, Compliance & Assurance and other Risk & Assurance Branch staff
- Works collaboratively with:
 - Executives and Managers of Services
 - SAPOL Leaders and Employees
 - Planning & Audit Officers
 - other SAPOL Services
 - internal and external stakeholders, as required

KEY OUTCOMES

- **Shape the future** of risk, compliance and assurance management initiatives, systems, and practices across the organisation to actively manage risk whilst driving a positive risk culture, mindset and behaviours to ensure all employees understand their respective roles and shared accountabilities towards risk management
- **Become a trusted advisor** by providing timely, high-quality advice on risk, compliance, assurance and business continuity matters to support SAPOL's strategic objectives and governance requirements.
- **Participate** in the development and implementation of an internal audit program to identify risks and review effectiveness of controls to identify organisational and process weaknesses or areas for improvement.

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- **Facilitate risk assessment workshops** and review assessments conducted by staff with varying levels of experience, ensuring consistency and quality.
 - **Collaborate with internal stakeholders** to identify, assess, manage, and report on risks, control assurance, and compliance obligations, including conducting compliance reviews with Services and Branches.
 - **Design and deliver training programs** to build organisational capability and embed a strong culture of compliance, assurance, and risk awareness.
 - **Support the development of a business case, and implementation**, for an enterprise governance, risk, and compliance (GRC) software solution to enhance strategic risk management.
 - **Contribute** to the development, monitoring, analysis and reporting of relevant performance metrics for the risk, compliance, assurance and business continuity activities, with value-adding commentary and insight, to demonstrate the extent of success in meeting organisational performance and/or improvement targets.
 - **Deliver impactful reports and presentations** for Executive, Committees, and Working Groups on risk, compliance, and assurance activities.
 - **Drive** continuous improvement of the SAPOL's management systems and processes
 - Undertake additional duties aligned with the role's classification and skill level as required.

QUALIFICATIONS / SKILLS / KNOWLEDGE / EXPERIENCE

Essential Minimum Requirements

- **Relevant degree qualification or related discipline**
- **Experience** in a similar role, providing expert risk, compliance, assurance and/or business continuity management advice within a complex organisational environment, with a demonstrated ability to add strategic value.
- **Demonstrated expertise** in designing, implementing, and/or enhancing risk, compliance, assurance and/or business continuity management frameworks, policies, and procedures to drive operational efficiency.
- **Strong knowledge and practical application** of contemporary risk, compliance, assurance and/or business continuity management principles, standards, and best practices.
- **Experience in delivering training and education** programs related to risk, compliance, assurance and/or business continuity, tailored to diverse audiences.
- **Sound understanding of relevant legislation**, codes, and standards, including the ability to interpret and apply frameworks such as ISO 31000:2018 Risk Management.
- **Proven ability to lead and influence change**, including business, cultural, and technological transformation in dynamic and complex environments.
- **Excellent interpersonal skills**, with the ability to build and maintain effective relationships with a wide range of internal and external stakeholders, fostering trust and collaboration.

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- **Highly developed communication skills**, both written and verbal, with the ability to convey complex concepts clearly and professionally across varied audiences and produce high-quality documentation.
 - **Strong initiative and adaptability**, with the ability to work independently and collaboratively, demonstrating creativity, flexibility, and a commitment to delivering accurate, high-quality outcomes.
 - **Analytical and strategic thinking skills**, with the ability to identify issues, apply sound judgement, and develop innovative, evidence-based solutions.
 - **Proven capability** in developing and maintaining risk registers
 - **Strong influencing and negotiation skills**, with the ability to manage sensitive and confidential matters with professionalism, tact, and discretion.

Desirable Characteristics

- Post-graduate degree in law, risk management, compliance, assurance, auditing, business administration, Quality Management, or a related field or equivalent practical experience.
- Demonstrated knowledge of and ability to interpret and apply relevant standards such as ISO 37301
- Experience developing risk appetites, key risk indicators and /or key control indicators
- Membership and/or accreditation with a relevant industry body
- Experience using a Governance, Risk and Compliance system
- Auditor Qualification or equivalent

CORPORATE RESPONSIBILITIES

- Contribute to SAPOL's strategic initiatives and drive continuous improvement in systems and processes.
- Maintain accurate and complete records in accordance with the *State Records Act 1997* and departmental policies, procedures and practice guidance.
- Act at all times in accordance with the Code of Ethics for the South Australian Public Sector and legislative requirements including (but not limited to) the *Public Sector Act 2009* and *Work Health and Safety Act 2012*.
- Actively contribute to SAPOL's commitment to being an inclusive workplace where everyone is safe, respected and supported to reach their potential by demonstrating inclusive behaviour and showing respect for diverse backgrounds, experiences and perspective.
- Demonstrate an understanding and commitment to **WH&S legislation**, principles and practices and risk assessment in accordance with the **WH&S Act (2012)**, regulations, approved codes of practice and AS/NZS ISO 31000:2018 Risk Management – Guidelines.