



# Join us!

We're on a renewable energy growth journey.  
Join us as we build a sustainable future.

**Manager,  
Corporate Governance  
& Communications**



## Position description: Manager, Corporate Governance and Communications



## Role overview

Department:	Corporate Services
Leader:	Head of Corporate Services
Direct reports:	One
Employment status:	Full time, permanent
Location:	Negotiable
Travel:	Medium

## Role purpose

As a result of growth, we are looking to hire a specialist to shape and implement our business wide Environment and Social Governance (ESG) program. The role will also oversee the business's corporate communications activities.

This is a newly created role within the business and part of a growing team of social and community impact specialists from across the country. Working with a range of people across our development, construction and operations teams, you will be leading and influencing at a senior level to facilitate the business's ESG compliance and reporting program.

## Your team

You will be joining the Corporate Services department, made up of 11 people spread across Tasmania and New South Wales. Your team have a variety of backgrounds and experiences from all over Australia. Importantly, you will be joining a supportive team where you can learn and grow.



## Our team

You will be part of an organisation of like-minded people striving to make a meaningful contribution towards Australia's energy transition. Our team truly care about the work they do, how they do it, the outcomes and the impact we make. We pride ourselves on providing a positive and welcoming workplace where our team members can thrive, grow and work together towards a common goal.



**Position description:**  
**Manager Corporate**  
**Governance and Communications**



## What you'll do

1. Working with a range of internal stakeholders, develop and implement assurance systems to monitor ESG performance and compliance
2. Lead the reporting and communication of ESG results and disclosure requirements
3. Develop and facilitate the implementation of a Responsible Sourcing Framework across the business that includes human rights and modern slavery
4. Support project teams on the implementation of environment and social commitments
5. Coaching of internal personnel for standardisation of ESG reporting across the business
6. Participate in business strategy, risk and reporting activities to ensure social risks are integrated into management processes and decision making
7. Oversee ACEN Australia's complaints processes, ensuring they are managed in accordance with governance and reporting requirements
8. Oversee ACEN Australia's Social Investment Program, ensuring it is administered in accordance with governance and reporting requirements
9. Lead external corporate communication and brand activities
10. Lead the business's media relations activities
11. Coordinate business participation at industry events, conferences and award submissions
12. Oversee internal communications and engagement activities
13. Lead a small team of dedicated, high performing professionals

## About you

Preferred candidates will have a background in an ESG stream such as communities, social impact, human resources or responsible sourcing, coupled with a working knowledge of developing, implementing and maintaining audit strategies to meet compliance requirements. You are eager to learn, take on new challenges and thrive in a team environment. You are resourceful and able to provide guidance to business stakeholders where required.

## Qualifications

- Tertiary qualification in social sustainability/impact, community engagement, communications or similar

## Skills and experience

- Experience in designing, implementing and/or carrying out risk, governance and compliance frameworks, standards, audits and reviews
- Experience in delivering social sustainability strategies and community partnership programs
- Strong project management, communication, engagement skills and data analysis
- Model a genuine commitment to the health, safety, and wellbeing
- Your ability to relate to people and understand motivations and drivers will be key to your success in leading and/or influencing at a senior level.