Riverina Water

Information package: People and Culture Manager

Applications close 12pm 14 December 2026

People and Culture Manager

The People and Culture Manager provides day-to-day employee-related advice, coaching, and support across Riverina Water. As an integral member of the Management and Executive (MANEX) team, this position will deliver the People & Culture strategic priorities, projects, and initiatives, effectively embedding them within the organisation.

What's in it for you?

- Meaningful and rewarding People and Culture position within a supportive environment with a strong environment with a strong focus on employee professional development and wellbeing.
- Based in Wagga Wagga- relocation package available
- Flexible working arrangements
- $131,952.60 - $148,514.08 plus superannuation- in addition, a market allowance may be offered to the successful candidate
- Retire with more! 17.5% superannuation- 5.5% above the required contribution
- 70 hours, 9-day fortnight- What will you do with 26 long weekends a year?

How can you apply?

You can apply via our career page on **rwcc.nsw.gov.au/jobs** or please send your application to our People & Culture Team on recruitment@rwcc.nsw.gov.au.

For more information regarding the position, please contact Anthea Stephenson, Acting People and Culture Manager via email on recruitment@rwcc.nsw.gov.au or phone 02 69220608.

Applications **must** be submitted with a covering letter, resume and statement addressing the selection criteria through Riverina Waters website **rwcc.nsw.gov.au/jobs**.

To be considered for this position you must currently have the right to work in Australia.

Applications will be accepted until **12pm Monday 14 December 2026**.

Interviews will commence January 2027. Date to be advised.

Riverina Water promotes an inclusive workplace and encourage applicants who reflect diversity of gender, culture, experience, and skills

PEOPLE & CULTURE MANAGER

POSITION TITLE:	People & Culture Manager	**Date created:**
REPORTS TO:	Director Corporate Services	**Modified by:**
NUMBER OF DIRECT REPORTS:	2	**Approved by:**
DIRECTORATE:	Corporate Services	

Purpose of Position

Proactively leading the People & Culture function to provide People & Culture expertise and business support to senior management, including the delivery of high quality, value-added services to support and enhance employee experience and organisational processes.

Key Responsibilities

Oversee the efficient service provision of the People & Culture function, including providing effective leadership to the people & culture team.
Interpret and apply employment related legislation, awards, and Riverina Water policy, providing tactical HR support, guidance, expert advice, and recommendations across the employee life cycle to all levels of the organisation.
Development and delivery of people & culture systems, solutions, programs, and practices that meet current and future requirements.
Continuous maintenance, review and updating of operating processes, policies, and procedures, to ensure operations comply with legal, regulatory and privacy requirements outlined by industry regulators, governmental bodies, and consumer groups.
Develop risk management processes for the workforce i.e. succession planning, identifying improvements for the employee experience and improvement opportunities within HR processes and ways of working.
Assist in the management of Industrial Relations matters, including relationships with external parties (Unions, industry bodies, government bodies).
Support the CEO to effectively manage the negotiation of the Riverina Water's Enterprise Agreement.
Develop change management plan ensuring alignment against business objectives. Determine change management tools, methodologies, and techniques (e.g. comms, change champions, training, executive sponsorship) to be used to manage change and select those relevant to impacted stakeholder groups.
Develop and facilitate programs and other mechanisms to build a positive culture, improve mental and physical wellbeing of employees, and increase employee satisfaction / engagement e.g. developing culture building, wellbeing activities.
Provide expert advice and recommendations to executive management on the relevant aspects of people & culture to support setting and delivery of business and strategic direction, including effectively contributing to relevant discussion.
Liaise with internal and external stakeholders, including working cooperatively with the organisation in relation to people & culture matters to achieve desired outcomes.
Support the delivery of Riverina Water's strategic plans by tracking and resolving any identified actions for the People & Culture team.

Maintain awareness and compliance with relevant policies and procedures including Riverina Water's Code of Conduct, EEO Policy, Anti-Bullying and Harassment Policy, practicing work health and safety along with relevant risk management protocols.

Selection Criteria

Essential
Tertiary qualification in Human Resources or relevant demonstrated experience.
Understanding of and experience in the People and Culture function and People and Culture lifecycle.
Knowledge and ability to interpret and apply employment related legislation, awards, and Riverina Water policy, providing expert advice to executives, management, and staff.
Experience working closely with unions or work councils and understanding the importance of the communication requirements and stakeholder engagement needs.
Experience with analyzing, assessing, and negotiating contracts with unions or work councils through formal and informal channels on behalf of the organisation, providing expert advice to executives.
Excellent verbal and written communication with demonstrated experience in consulting, influencing, and resolving conflict with a range of stakeholders.
Human Resource Information System (HRIS) capability, configuration, and reporting.
Well-developed time management skills with the ability to effectively organise and arrange workload to meet objectives.
Strong customer focus and Employee Experience mindset.
Current Class C Driver's Licence.

Desirable
Knowledge of the use and benefit of financial and non-financial rewards programs
Experience using workforce insights and analytics, particularly to drive organisational enhancements and efficiencies.
Experience in the development and implementation of skills and competencies frameworks

Riverina Water overview

History

Southern Riverina Water County Council was incorporated in 1938 to make reticulated water available to towns and villages in the Shires of Lockhart, Kyeamba, Mitchell and part of Culcairn Shire. The remaining part of Culcairn Shire and the Shires of Urana and Holbrook were subsequently added, as was the Municipality of Wagga Wagga in 1945. In 1981 Kyeamba and Mitchell Shire areas were included in Wagga Wagga City area.

Water supply infrastructure was established with the Murrumbidgee River at Wagga Wagga the principal water source, and a network of treatment, pumping, storage and pipework installations.

From 1942 to 1995 Southern Riverina was also responsible for distribution of electricity in the area. The formation of the larger electricity distributors in 1995 precipitated a review of water supply administration, resulting in the decision to form a new County Council for water supply in the former Southern Riverina area. Riverina Water County Council was gazetted on 2nd May 1997.

The County District covers an area of approximately 15,500 square kilometres and contains a population of approximately 67,000 people. An estimated 60,000 people are provided with water through some 26,500 service connections. The location and development of groundwater sources have been utilised over the last thirty years, and bore water now supplies three quarters of our production.

Drinking quality water is supplied to all customers, continuing a tradition of over sixty years of high service standards by a leading and innovative utility service organisation.

Infrastructure network

Riverina Water owns and operates the water supply infrastructure from the natural source to the customer's meter.

Wagga Wagga City

Water is sourced in Wagga Wagga from:

› Murrumbidgee River intake at 91 Hammond Avenue
› East Wagga Wagga borefield (Kooringal Road)
› West Wagga Wagga borefield (McNickle Road to Moorong Street)
› North Wagga Wagga borefield (East Street)

Groundwater is sourced and chlorinated for other villages with systems operating at Collingullie, Oura, Woomargama and Humula.

A small quantity of water is purchased from Goldenfields Water County Council, to supply customers near to their trunk main between Gumly Gumly and Junee.

The township and rural network also serve a number of rural customers adjacent to the trunk mains, and in the general areas of Pleasant Hills, Brucedale, Euberta and Currawarna.

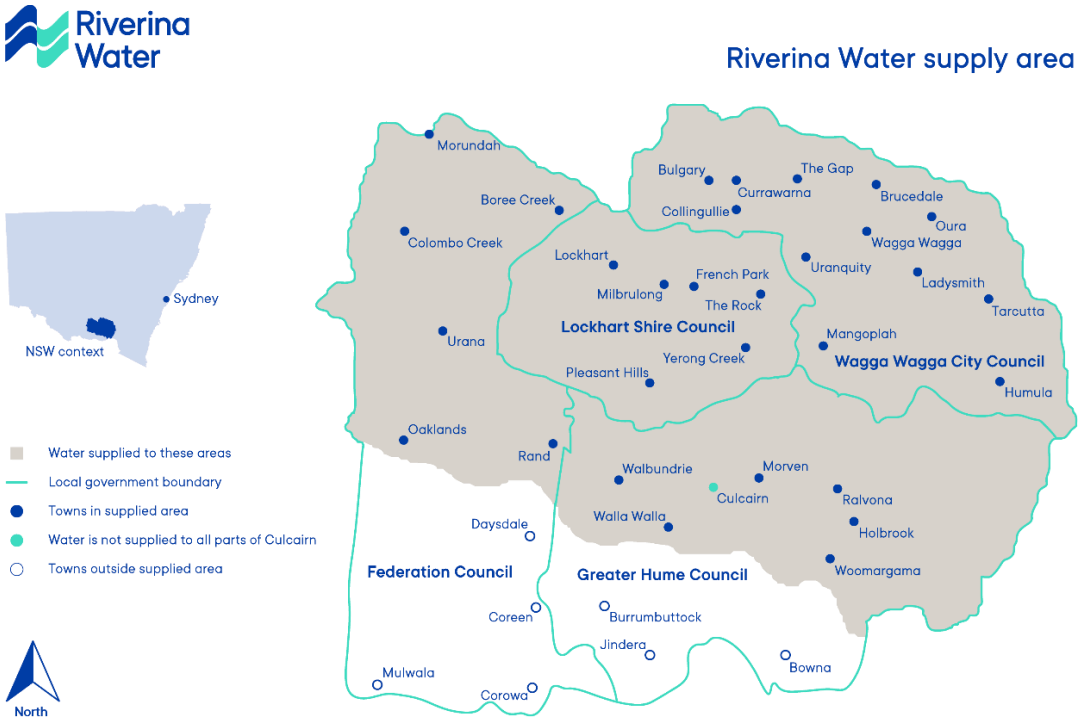
Structure

Riverina Water County Council is a Council under the Local Government Act 1993, responsible for the construction, operation, and maintenance of water supply to the Local Government Areas of Wagga Wagga City, Federation, Greater Hume and Lockhart Shires.

Riverina Water has nine elected members, five from Wagga Wagga City, two from Greater Hume Shire Council and one from Federation Council and Lockhart Shire.

You can meet Riverina Water's Executive Leadership Team on our website.

Information on our function, activities etc can be found at rwcc.nsw.gov.au.



Organisational Structure

