

Position description

Position title	Group Manager Development & Sales
Position number	200005
Classification level	PESES-1
Group	Property
Reports to	Executive General Manager Property
Location	1010 La Trobe Street Docklands Victoria 3008
Date	January 2026
Tenure	Fixed-term full-time

Our organisation

VicTrack is custodial owner of Victoria's rail transport land, assets and infrastructure. We work to protect and grow the value of the portfolio, to support a thriving transport system and make travel and living better for all Victorians. With much of our asset portfolio dedicated to rail transport – our land, infrastructure, trams, trains and telecommunication networks – our focus is on strategic asset management and supporting the delivery of better transport solutions.

Whether we're planning and managing the use of transport land, upgrading the telecommunication network or partnering on major infrastructure projects, our job is to ensure the state's assets continue to serve Victoria now and well into the future.

Our core functions include:

- delivering telecommunications infrastructure and services that form the backbone of the transport network from signalling, driver communications, public information displays and myki ticketing
- managing land set aside for transport purposes, including the development and sale of land no longer required for transport to optimise its use
- generating income through land sales and commercial leases that is reinvested into the state's transport system
- providing project management, engineering and construction services to deliver a range of government transport projects from Victoria's Big Build to station and car park upgrades
- managing transport facilities and assets, including the open access Dynon Rail Freight Terminal, heritage buildings and environmental preservation.

VicTrack is the custodial owner of most of Victoria's tourist and heritage assets and performs the role of Tourist and Heritage Registrar.

Our business groups

Our business is made up of two specialist delivery groups – Property and Telecommunications – supported by Corporate Services, Strategy & Transformation and the Office of the Chief Executive.

Our vision

As a part of the transport portfolio, we share a common vision as defined in the *Transport Integration Act 2010*:

“To meet the aspirations of Victorians for an integrated and sustainable transport system that contributes to an inclusive, prosperous and environmentally responsible state”.

In realising this vision, we are working towards a transport system that promotes:

- social and economic inclusion
- economic prosperity
- environmental sustainability
- integration of transport and land use
- efficiency, coordination and reliability
- safety, health and wellbeing.

Our mission

To protect and grow our rail transport assets and drive reinvestment to service Victorians now and into the future.

Our values

- Professional – We make decisions with integrity and respect. By behaving professionally and ethically we win the trust of our colleagues, stakeholders and customers.
- Collaborate – We collaborate to get things done efficiently and effectively. We have greater opportunity through leveraging our collective knowledge, building stronger bonds and respecting each other.
- Achieve – We perform our roles with integrity and skill. We hold ourselves accountable for delivering what is needed and own both our successes and mistakes.
- Innovate – We embrace all new ideas that bring about change that adds value. We become more efficient, effective and competitive.

Purpose of the position

The Group Manager, Development & Sales is accountable for leading the strategic direction and execution of VicTrack’s multi-year property pipeline, playing a pivotal role in expanding the organisation’s development and sales portfolio. This senior leadership position is responsible for driving commercial outcomes and delivering opportunities across Victoria for mixed use, commercial, industrial and housing, aligned with the Victorian Government’s Housing Statement.

The role requires deep expertise in property development and a proven ability to engage with senior stakeholders across government and the private sector to unlock value from VicTrack’s extensive landholdings.

With full accountability for the financial performance of the Development and Sales function, the Group Manager oversees the identification, feasibility and delivery of high-impact projects that generate revenue for reinvestment back to the public transport system.

The role demands a blend of leadership, commercial acumen, strategic foresight, and technical knowledge in land, planning, and legal frameworks to deliver streamlined, value-driven outcomes across both government-led and private sector initiatives.

Knowledge

Qualifications

- A relevant tertiary degree or higher qualification in property development or related fields
- Relevant industry association membership

Knowledge and experience

- Lead VicTrack's strategic response to the Victorian Government's Housing Statement, initiating site identification and overseeing delivery strategies and implementation in close collaboration with all levels of government.
- Develop and maintain full accountability for the financial performance of projects, including oversight of cost and revenue budgets, cashflow forecasting, and management of key financial risks impacting returns and expenditure timing.
- Shape and execute a comprehensive delivery strategy by providing expert commercial, financial, stakeholder engagement, and deal structure guidance, ensuring a risk-based and policy-aligned approach across all programs.
- Inspire and lead a high-performing, multidisciplinary team to successfully deliver complex development initiatives within defined scope, budget, and timeline, including best practice in commercial, financial, legal, and risk management, enhancing organisational resilience and capability.
- Champion innovative and sustainable housing solutions that balance social policy objectives with commercial viability.
- Build and nurture strong partnerships with local councils, Traditional Owners, government agencies, and community stakeholders to support the success of projects across the portfolio.
- Provide authoritative strategic advice to senior executives, including facilitating negotiations in high-stakes environments where divergent interests must be reconciled.
- Influence and direct the strategic, commercial, and policy evolution of the portfolio, addressing emergent issues and advancing organisational priorities.
- Collaborate across internal divisions to align project planning and delivery with government expectations and commercial frameworks.
- Lead and contribute to the development of enterprise-wide strategies, budgets, policy settings, and culture, working closely with Property Group leadership to meet broader business and financial goals.

Skills

- Exceptional communicator and presenter, adept at engaging diverse audiences and fostering trusted relationships across public, private, and community sectors.
- Proven ability to lead high-level meetings, working groups, and advisory forums, bringing together senior government and industry stakeholders to drive collaborative outcomes.
- Demonstrated expertise in shaping and executing strategic visions for large-scale property portfolios, underpinned by deep market knowledge and a broad industry network.
- Innovative and solutions-focused, with a strong track record of resolving complex, cross disciplinary challenges through pragmatic thinking.
- Highly creative, with the ability to think both laterally and strategically in response to evolving priorities and stakeholder needs.
- Commercially astute and financially literate, with advanced skills in negotiation, leadership, and performance management.
- Skilled in overseeing and integrating diverse business functions simultaneously, balancing operational oversight with long-term strategic direction.

Relationships

Inform, advise and negotiate with a diverse range of senior stakeholders both within VicTrack, across government and the private sector on a broad array of issues dealing with views that can be divergent to those of VicTrack. Build and maintain a strong and collaborative network and participate on numerous committees and working groups to represent, advocate and promote VicTrack's wide range of interests.

Internal relationships

- Other divisions of the Property Group
- Corporate Services Group, such as Procurement, Financial Control
- Office of the Chief Executive, Legal, Risk, Government & Stakeholder Relations
- Strategy & Transformation Group
- Telecommunications Group subject matter experts
- Manage relationships with Chief Executive, Executive General Managers and Board Members

External relationships

Build and maintain a strong network of contacts regularly interacting and influencing both property professionals and senior government stakeholders including but not limited to:

- senior government officers, Deputy Secretaries and Executive Directors from across government departments including:
 - Department of Transport & Planning
 - Department of Treasury & Finance
 - Department of Families, Fairness and Housing including Homes Victoria
 - Department of Jobs, Skills, Industry and Regions
- local government CEOs and heads of planning and property
- directors of agencies such as LXRP, Development Victoria, VPA, VGLM, Heritage Victoria, Valuer General, SRLA, LUV
- transport franchisees, MTM, V/Line, Yarra Trams
- specialist property consultant principals and partners of legal firms
- CEOs and senior management of leading property developers, contractors and financiers
- CEOs and senior staff of Housing Associations
- Stakeholder and community groups

Judgement and risk

- Accountable for the identification, investigation and selection of projects to grow an existing development portfolio delivering revenue.
- Responsible for the preparation and management of all Property Development budget P&L.
- Lead and promote continuous improvement, innovation and implementation of best practice, including risk management, procedures for projects, project cost control, accounting and reporting.
- Ensure compliance with all appropriate regulations and policies.
- Negotiate and manage the delivery of highly complex contractual and financial development transactions, maintain VicTrack's commercial position while mitigating risks.
- Formulate and oversee planning and delivery strategies for a diverse portfolio of development projects to optimise cashflow and maximise revenue.
- Manage, consult and communicate strategic risks and solutions to the business, executive and board.

Independence

- Lead and maintain a pipeline of prioritised development projects to be delivered over a 10-year period including new commercial models to support the generation of recurrent revenue.
- Select, formulate and prepare the strategic plans and business cases for projects within the portfolio and secure approval and funding for their delivery.
- Once business plans are approved, be responsible for their delivery on program and to cost.
- Oversee and lead negotiations, where required, of complex commercial and legal transactions on behalf of VicTrack.
- Liaise with senior management to establish, recommend and present proposals and business case to the VicTrack Board and subcommittees.

Strategic change

- Monitor, interpret, and actively engage with evolving government and industry policy to ensure development compliance and protection of VicTrack's commercial interests.
- Champion the preservation and enhancement of VicTrack's land portfolio by navigating diverse stakeholder priorities and safeguarding future development potential.
- Lead the long-term strategic transition for VicTrack, guiding its evolution over five years from a passive land vendor to an active property developer, reinvesting profits to build a sustainable, revenue-generating asset base.
- Formulate and lead strategic negotiation approaches with private development partners, contractors, and all levels of government, driving optimal project outcomes.

Impact

- Identification of development opportunities in conjunction with the broader Property business and external partners to meet financial growth objectives, which include partners, consultants and interested parties.
- Lead advanced feasibility and business case development.
- Preparation of Ministerial Briefs and Board reports for development proposals and in response to policy changes impacting VicTrack.
- Develop strategies that meet strong governance and compliance requirements including but not limited to policy, quality, approvals and permits.

Breadth

- Oversee the formulation, management and delivery of VicTrack's Victoria-wide development program to generate revenue.
- Lead all development projects ensuring financial, quality and delivery time objectives are achieved or exceeded.
- Provide leadership and delegation to the development team to deliver the overall development program.
- Prepare and oversee group development budgets to optimise revenue and ensure management of expenditure, ensuring processes are in place to ensure effective financial management and reporting.

- Lead the interface with stakeholders interfacing with VicTrack land assets, including a range of state significant projects, to assist the projects and promote VicTrack's interests.
- Role model the aspired leadership behaviours to source, lead, develop and retain high-quality team members aligned to the VicTrack values and culture.
- Providing mentorship and coaching to the Development team.
- Champion key internal stakeholder relationships to ensure that the capability of the development group is well understood and utilised across the organisation and promote intracompany relationships to assist the development team.
- Monitor quality standards across all projects and effectively manage risks.

Resource management

Reporting relationships

The Group Manager Development & Sales reports to the Executive General Manager Property and provides direct supervision to approximately five staff and oversees a team of approximately 15 staff.

They liaise with other Managers both within the Property business and across the organisation, including working with VicTrack's Executive and Board. The role is also required to work extensively across government with other departments and key interest groups autonomously, being VicTrack's key representative in many instances.

Staff

Five direct reports - Senior Development Managers, Senior Commercial Manager and Property Analyst.

Fifteen staff in total.

In addition, the Group Manager Development & Sales is responsible for the engagement and, through the development team, leading a significant number of external consultants engaged on specialist activities on VicTrack projects.

Budget

The Group Manager Development & Sales is ultimately responsible for VicTrack's annual development and sales pipeline, including operational and capital expenditure. The annual budget ranges up to \$7m annually for operational expenditure, \$10–15m for capital expenditure and up to \$40m of revenue on an annual basis.

Customer focus

VicTrack staff practise customer focus by recognising the importance of valuing customers (internal and external) and ensuring that all activities are oriented towards meeting customer needs. We listen to customers about their expectations and focus on delivering solutions that address their needs. Customer focus also includes proactively seeking and acting on feedback to enhance the customer experience.

This position has organisational responsibility to ensure our collective approach to a customer centric approach is delivered, managed and monitored.

Safety and environmental responsibilities

Ensure safety and environmental instructions are adhered to and report any inappropriate practices and incidents. Comply with the *Occupational Health and Safety Act*, as it applies to self, tenants and customers, and environmental legislation in regard to preserving the environment.

Rail safety

All staff who may be required to come into contact with rail activity, including design work and the management of other staff, must:

- be responsible for their actions where those actions can in any way affect or compromise railway safety
- be aware of the railway safety requirements associated with their duties and responsibilities
- take whatever action is possible to prevent unsafe conditions and/or incidents
- report any railway safety problems/hazards to the Manager Safety
- safely access the rail corridor.