MELBOURNE WATER POSITION DESCRIPTION

Risk Manager, Third Party Security

REPORTS TO:	DIRECT REPORTS AND TEAM SIZE:
Service Manager, Technology Risk and Compliance	This role has no direct reports.

THIS ROLE EXISTS TO: (PURPOSE)

The primary purpose of the Risk Manager, Third Party Security role is to provide leadership, governance and oversight of Third Party Technology and Cybersecurity risks across all aspects of digital technology across the business (including IT and OT).

The Risk Manager is primarily responsible and accountable for providing assurance that the Technology and Cybersecurity risks for Melbourne Water third and related parties are clearly understood and appropriate risk treatment plans are in place to address them including meeting regulatory compliance requirements in this domain.

The Risk Manager is accountable for the development, maintenance and execution of Melbourne Water's enterprise-wide Third Party Technology Risk and Compliance strategy and roadmap and establishment of this strategic capability.

The Risk Manager is responsible for delivery and ongoing operations of this function will be supported with third party managed service providers, professional services and other teams within Melbourne Water, however, overall accountability of providing an at an enterprise level sits with this role.

The Risk Manager is responsible for working with third parties to uplift their security and will implement measures to assess changes in their maturity in addition to changes to Melbourne Waters overall risk profile associated with third parties.

The Risk Manager will act as an advocate and champion for Cyber Security across the organization and with our relationships with third parties. This will include providing leadership, influencing key stakeholders, driving appropriate behaviour and culture changes, building awareness through effective communication, and leading the strengthening of cybersecurity knowledge and capability across the workforce.

KEY ACCOUNTABILITIES:

- Leadership and oversight of Cyber Security resources including the safety and wellbeing of contractors and external providers.
- Accountable and responsible for the development of the Cyber Security Strategy and Roadmap for Third Party Technology Risk and Compliance including a "future state" and a risk-prioritised implementation plan, that include personal, physical, information technology (IT) and operational technology (OT).
- Accountable for the execution of the Third Party Technology Risk and Compliance Security Strategy and delivery of roadmap, supported by with other teams and third parties.
- Both accountable and responsible for the Third Party Cybersecurity Assurance program (2nd line of defence) to ensure that the outcomes identified in the Cyber Security Strategy implementation plan are delivered by the projects within the Cyber Security strategy implementation plan and other initiatives (e.g. Internal Audit remediation).

Job level: Hay 17
Assessed by:
Date Assessed:

Melbourne Water
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MELBOURNE WATER POSITION DESCRIPTION

Risk Manager, Third Party Security

- Accountable for the delivery of operational day-to-day Third Party Technology Risk and Compliance Cyber Security services (as defined in the service catalogue) to Melbourne Water employees, contractors, customers and third parties, with responsibility shared with other teams and third parties.
- Manages and supports the assessment of Melbourne Water's compliance with the Victorian Protective Data Security Framework (VPDSF) in relation to third party security, supporting the annual attestation by Melbourne Water's Managing Director to the Office of the Commissioner for Privacy and Data Protection (OVPDP) in addition to future regulatory requirements.
- Accountable for uplifting relevant control domains maturity as measured by National Institute of Standards and Technology (NIST) cybersecurity framework for both IT and OT, the Australian Signals Directorate (ASD) Essential 8, and other frameworks as identified.
- Accountable for leading and promoting appropriate cybersecurity awareness, culture and behaviours across the organisation at all levels for Third Party Technology Risk and Compliance.
- Accountable and responsible for monitoring the external threat environment and assessing the impact of changes upon Melbourne Water and reflecting those changes in the Third Party Risk profile.
- Accountable and responsible for the ongoing management and maintenance of the IT Risk Management Framework to reflect the "current state" of Melbourne Water's Third Party IT risks and controls.
- Accountable for clear Vision, Principles and Standards for the service.
- End to end accountability for Planning, Building and Operating services.
- Accountable for asset and system lifecycle management for technology supporting services provided.

KEY RESPONSIBILITIES	KPIs
Business Partnering • Develop and maintain strong relationships with business stakeholders, acting as a cyber security expert and champion for Melbourne Water, offering guidance on how best to benefit from IT security technology and controls for Third Party Cyber Security and Technology Risk Management. • For Third Party Cyber Security and Technology Risk Management participate in strategic and budgetary planning processes, prepare and manage the cyber security capital and operating budgets; provide recommendations on desired policies and goals and implement new/revised programs.	• Learn and understand the business operating models and platforms. • Acknowledged as the business champion at the extended leadership team level to minimise Third Party security risk within the organisation while taking a pragmatic approach to risk. • Continuously optimize and improve the unit cost of technologies and services while keeping cost and quality in proper balance.

Job level: Hay 17
Assessed by:
Date Assessed:

Melbourne Water
Enhancing Life and Liveability

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Governance • Ensure that roles and responsibilities necessary manage and deliver Third Party Cyber Security and Technology Risk Management services are clearly defined, regularly communicated, well understood and well embedded, including ensuring compliance with business, statutory and legislative obligations.	• Ensure reliable processes are defined and implemented to estimate costs and benefits of change initiatives across the business. • Champion and adhere to enterprise methodologies, processes and standards.
Strategy • Develop, maintain strategies and roadmaps to lead the organisation in maturing its Third Party Cyber Security and Technology Risk Management services. • Focus time and resources on the services, applications, technologies and vendors that drive the most value. • Develop and implement strategies essential for Melbourne Water to achieve compliance obligations to the Victorian Protective Data Security Framework (VPDSF) and other compliance obligations e.g. ASD Essential 8, NIST etc). • Establish innovative solutions and partnerships that ensures maximum value from technology investments.	• Provide consistent overall strategic guidance; procure and deliver all security related solutions; act as a focal point for all Third Party Technology Risk and Compliance related strategies and implementation plans. • Zero number of Audit reports rated "D" (Risk exposure outside the acceptable tolerance level) or "E" (Risk exposure is well outside an acceptable level) relating to Third Party Information Security within three years. • No "High Risk" Audit or Compliance findings outstanding more than six months after report publication without agreed treatment plans in relation to Third Party Security without treatment plans being in place.
Culture and Behaviour • Lead and promote appropriate awareness of cybersecurity, and healthy cybersecurity culture and behaviours at all levels. • Develop and foster cybersecurity skills and capabilities across the organisation in relation to third party technology and cybersecurity risk management.	• Appropriate cybersecurity behaviours across the workforce and embedded within operational contract management (as measured by assurance activities).

Job level: Hay 17
Assessed by:
Date Assessed:

Melbourne Water
Enhancing Life and Liveability

MELBOURNE WATER POSITION DESCRIPTION

Risk Manager, Third Party Security

Influence • Lead and manage with positive influence consistent with the values of Melbourne Water. • Inspire and influence stakeholders, developing long term relationships facilitating the investment intake. • Manage and positively influence the customer experience within the assigned domain; ensure a professional, responsive and authoritative service at all times. • Lead, monitor and maintain long term relationships and strategic engagement with the business at a senior level for the assigned domain. • Communicate early and often, work alongside the assigned domain, forecasting future needs and aligning resources to meet those needs.	• Be proactive and pre-emptive in thinking; make decisions critical to the high level planning and execution of business initiatives through the use of technology. • Develop and maintain a client-cantered relationship within the assigned domain continually explore opportunities to add value to the assigned domain ensuring service offerings align to the business strategy. • Positive customer feedback from customers including extended leadership team.
Delivery and Operation • Delivery - Work closely with key stakeholders to manage the implementation and maintenance of risk management control techniques and technologies. • Operation - Support effective enterprise third party risk management; and support the establishment of measurable controls that map to all relevant regulations and standards. • Define and agree performance measures and metrics. Implement measures to ensure they are met. • Operation - Operational performance reporting provided to management and governance forums.	• Continuously improve the third party security framework methodologies for protecting MW's intellectual property, information assets, regulated data and reputation. • Continually improve MWs maturity rating with respect to the NIST Framework.
Skills and Quality • Skills - Develop the critical skills across the enterprise to thrive in this digital work environment. • Quality - Continually look for ways to improve process and provide cost effective technology solutions.	• Work collaboratively with the organisation and promote new ways of working and empowering approaches. • Review and update processes, ensuring fit for purpose, consistent with best practice and in line with legislative requirements.

Job level: Hay 17
Assessed by:
Date Assessed:

Melbourne Water
Enhancing Life and Liveability

• Provide leadership, vision and direction for the growth and success of the team, set the focus for the team providing short and long term operational principles. • Make critical cybersecurity decisions by processing information quickly and assessing alternatives and consider the consequences of which impact a wider range of people.	

SKILLS, KNOWLEDGE AND EXPERIENCE REQUIRED:

- Extensive demonstrated experience and subject matter expertise in Technology Risk and Compliance.
- Extensive demonstrated experience and subject matter expertise in Security Risk and Compliance.
- Extensive demonstrated experience and subject matter expertise in Third Party Risk and Compliance.
- Significant experience in business partnering or consulting, utilizing a services design orientation and a strong demonstrable customer focus.
- Demonstrated experience in the provision of expert advice and guidance to all levels; being agile and impactful.
- Demonstrated experience in adaptive leadership and collaboration and in challenging change environments.
- Strong commercial acumen to drive fit-for-purpose and value-for-money outcomes.
- Strong mix of information security and business experience, emphasizing the ability to define and align business requirements to information security outcomes.
- Strong communication skills, and an ability to explain complex technical and security issues in a simple, straightforward manner.
- Strong interpersonal leadership, collaboration, facilitation and negotiation skills with business stakeholders and vendors and suppliers.
- Security qualifications, accreditations and current certification in SABSA, CISSP, CISM, CISA, ISO27001 LA and/or CRISC.
- Demonstrated practical experience (implementation and risk assessment of security standards and framework) in one or more of the following: VPDSF, NIST 800-53, ISO 27001, ISO 27002, ISO 31000, PCI DSS and COBIT 5.0.

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KEY RELATIONSHIPS:

All Melbourne Water employees are responsible for managing aspects of our customer/stakeholder relationships and service interactions, and will work proactively to deliver a consistent customer experience.

INTERNAL

- Board Audit, Risk & Finance Sub-Committee
- Melbourne Water Leadership Team
- Technology & Cyber Risk Governance Committee
- Chief Information Officer
- Chief Information Security Officer
- Cyber Security Leadership Team
- IT Senior Management Team
- Internal Audit
- Key business stakeholders and customers including senior managers, direct reports
- Legal
- Sourcing
- Project Stakeholders across the business.

EXTERNAL

- Third Parties (Managed service providers, IT system integrators, suppliers and vendors, Melbourne water partners and suppliers)
- Cybersecurity subject matter experts (SME's)
- Consultants, external auditors, Department of Premier & Cabinet and DEWLP industry peers
- Relevant cybersecurity governance and knowledge-sharing forums at the industry, state and federal level.

SALARY RANGE:

- Melbourne Water reserves the right to remunerate people according to their ability to perform the functions of the role based on their qualifications, skills and experience.

OTHER COMMENTS:

This role requires the following:

- Tertiary degree and evidence of post-graduate (or equivalent) follow-up in an IT security discipline.
- Victorian Driver's License
- Criminal Records Check

Location: 990 La Trobe Street, Docklands and other Melbourne Water sites as required.

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