

Position Description

Senior Business Analyst, Project TRELLiS- Core & Data Stream

IT Department | TRELLiS | Award: N/A

ABOUT THE RACP	The Royal Australasian College of Physicians ('RACP') connects, represents, and trains specialists from a number of specialities across Australia and Aotearoa New Zealand. The RACP provides services to support the delivery of training, continuing professional development, and health policy and advocacy to medical health professionals.
POSITION PURPOSE	This role is part of the Program TRELLiS team which is responsible for the Implementation of a solution that underpins the delivery of improved employee and member experience "the north star" via new technology and new/improved processes. The Senior BA works closely with the Product Owner, Suppliers and employees to ensure they have an in-depth understanding of the current state, the proposed solution, acceptance criteria and change impacts to existing/new processes.
KEY ACCOUNTABILITIES	• Support Suppliers and the Product Owner(s) in requirements elicitation, acceptance criteria's etc • Document Acceptance criteria(s) in DevOps and support the Product owner in feedback gathering and review process • Support Suppliers and Product Owner in requirement review/gap analysis/walkthrough sessions, feedback gathering with the stakeholders • Working closely with the Suppliers, Product Owner and business stakeholders to support the solution blueprint, including the documentation of L1 and L2 processes for the future state • Collaborate with Product Owner and Functional Leads on requirement clarifications and approval • Liaise with business stakeholders and technical teams (including vendors) • Support Product Owner in backlog grooming, requirements roadmap and prioritization • Support in Data migration activities • Support in Sprint testing, SIT and UAT • Support stakeholder communication, readiness and adoption activities
COMPLEXITIES	• Influencing and coordinating with a wide range of stakeholders in a membership-based organisation and managing stakeholders' expectations during Discovery and Delivery. • Actively supporting the step change in business processes to enable the future state • Working alongside various stakeholders and suppliers • Collaborative relationships must be managed so the friction is removed to result in mutual accountability and commitment.

ROLE DIMENSIONS	• Reporting Line: Product Owner (Core and Data Stream) • Direct Reports: Nil • Team Reports:
COMPETENCIES	Organisational Savvy: Manoeuvring comfortably through complex policy, process, and people-related organisational dynamics Collaborates: Building partnerships and working collaboratively with others to meet shared objectives Communicates Effectively: Developing and delivering multi-mode communications that convey a clear understanding of the unique needs of different audiences Builds Networks: Effectively building formal and informal relationships networks inside and outside the organisation Tech Savvy: Anticipating and adopting innovations in business building digital and technology applications Balances Stakeholders: Anticipating and balancing the needs to multiple stakeholders Business Insight: Applying knowledge of business and the marketplace to advance the organisations goals Manages Complexity: Making sense of complex, high quantity, and sometimes contradictory information to effectively solve problems. Situational Adaptability: Adapting approach and demeanour in real time to match the shifting demands of different situations Strategic Mindset: Seeing ahead to future possibilities and translating them into breakthrough strategies Persuades: Using compelling arguments to gain the support and commitment of others Demonstrates Self-awareness: Using a combination of feedback and reflection to gain productive insight into personal strengths and weaknesses
EXPERIENCE	Essential • Relevant tertiary qualifications and/or equivalent knowledge gained through a combination of education, training and/or experience in a similar role • 10+ years professional experience working in business transformation, business analysis or equivalent experience in a broad-based business environment, including well developed business and needs analysis skills • Ability to critically analyse issues and problems and propose innovative and fit for purpose solutions aligned with strategic and business priorities • Ability to re-exam existing practices and processes, generating new ideas and implementing improvements • Advanced consultation, influencing and negotiation skills and proven ability to engage effectively with a diverse range of stakeholders at different levels within an organisation to achieve successful outcomes Demonstrated strong analytical and problem-solving skills and proven capacity to exercise initiative, flexibility and to be proactive in development of robust solutions to problems • Demonstrated understanding of Agile methodologies having worked in Agile environments. • Strong planning, scheduling, capacity/resource management and organisational change management.

	• Detail oriented, decisive and goal oriented with a strong ability to adapt plans to meet changes in landscape. • IT Capabilities: Microsoft Office Suite, SharePoint and video/teleconferencing platforms Desired • Experience using DevOps • Experience of the RACP or a similar organisation
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We are Accountable We act with integrity, taking responsibility for actions and outcomes.	We Collaborate We share information, foster participation, and build relationships for common goals.	We Indigenise and Decolonise We partner, resource and embed Indigenous knowledge and ways to accelerate culturally safe change, to achieve equitable Indigenous futures.	We Lead the way We reflect, adapt and learn in delivering best practice.	We are Respectful We recognise our rich diversity and value each other's needs and contributions.
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