

Position Description



Position Title:	Power & Energy Schools Project Officer
Position Reference:	QRC June 2026_Contract
Work Period:	1 June 2026-31 January 2028
QRC Policy Area:	Skills
Location:	Brisbane (CBD Office)
Start:	1 June 2026
Salary range:	\$95-110k + super

POWER & ENERGY SCHOOLS PROJECT OFFICER – QUEENSLAND RESOURCES COUNCIL

The Queensland Resources Council (QRC) is a not-for-profit peak industry association representing the commercial developers, explorers and contractors operating in the Queensland minerals and energy resources sector.

QRC is the host body for the new Gateway Industry Schools Program (GISP) Power and Energy Project and coordinates a range of services to ensure the successful delivery of this initiative.

The Power & Energy Gateway Industry Schools Project

The Gateway Industry School Program is a key industry engagement strategy funded by the Queensland Government through the Department of Trade, Employment and Training that builds partnerships between schools and industry to enable young people to acquire the knowledge, skills and attributes to participate effectively in the Queensland economy.

The partnerships developed between schools and industry provide opportunities for Queensland secondary school students to participate in a range of learning experiences to assist them in their career choices and pathways to employment.

The Power and Energy Project is a **NEW** Gateway Industry Schools Program aligned to the [Queensland Energy Roadmap 2025](#). It is dedicated to Queensland's power and energy industry, focusing on a whole of supply chain approach, incorporating career pathways in generation, transmission and storage that lead to successful employment or further study that supports the sector.

This Role

As the *Power and Energy Schools Project Officer*, your role is to plan, coordinate and deliver the Power and Energy Project as part of the Gateway Industry Schools Program.

You will be primarily based at the QRC's Brisbane office and will work with schools and industry across Queensland to facilitate partnerships that will support industry-endorsed school and post-school pathways across the power and energy supply chain, inclusive of power generation, transmission and storage.

Operating with a high degree of autonomy, you will be tasked with ensuring an exceptional experience for both students and teachers. This will be achieved through the dissemination of appropriate information alongside planning, facilitation and delivery of engaging in-school and on-site experiences, workshops and activities. These interactions will reflect the evolving skill requirements of the power and energy industry and be designed to encourage secondary students to explore vocational and professional career pathways in the power and energy sector.

As a highly organised, energetic, and enthusiastic communicator, you will play a key role in strengthening partnerships between industry and schools. Your strong communication skills will be essential in motivating and inspiring students to pursue careers in power and energy through a variety of meaningful and engaging experiences.

Building and maintaining a strong network of schools, industry partners, and tertiary education providers will be critical to your success in this position.

You will also provide support to teachers in Power and Energy Gateway schools, which may include organising, planning, and delivering professional development activities or industry site tours to broaden their understanding of the available career pathways.

You will come to the role with a background in project management and execution, effective planning, and stakeholder engagement.

This is a full-time contract role, requiring regular and extensive travel throughout Queensland to engage with schools, industry stakeholders, tertiary education providers and other partners.

The Power and Energy Schools Project Officer position sits within QRC's Skills policy area, reporting to the Executive Manager – Skills & Education and the Acting Policy Director, Workforce Strategy and Capability.

Duties

As part of this role you will be responsible for:

1. Working with the Executive Manager – Skills & Education and Acting Policy Director in setting up and establishing ongoing communication and meetings with an Industry Reference Group
2. Planning, facilitating or delivering a range of experiential learning interactions that allow students to understand, trial and select into a career in the power and energy industry

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3. Working with the Executive Manager – Skills & Education and Acting Policy Director in identifying, publishing and promoting industry-endorsed career information to raise awareness of the pathways for employment in the power and energy industry including:
 - a. Providing information about opportunities available
 - b. Engaging further education institutions in providing information that will allow students to understand pathways to further education
 4. Building and maintaining a strong network of schools, industry partners, and tertiary education providers to meet Annual Work Plan outcomes
 5. Organising, planning, facilitating or delivering teacher professional development that provides the power and energy industry context for teachers state-wide
 6. Collating data on all engagements to provide evidence of outcomes to stakeholders
 7. Monitoring expenditure in line with budget guidelines for cost efficiency/budgetary effectiveness of engagements
 8. Managing the risk and duty of care of all participants in Power and Energy Project
 9. Other duties as may be required at the discretion of the QRC Leadership Team

Selection Criteria

Essential skills/experience

1. Minimum 2 years' experience in managing or working as part of a team on projects and seeing them through to fruition
2. Excellent communication, interpersonal, presentation and organisational skills
3. Experience in stakeholder engagement
4. Ability to apply an energy and power sector context to learning situations for both students and teachers
5. Proven ability to manage multiple complex activities concurrently and provide solutions to identify problems
6. Demonstrated ability to work as part of a small team, in a professional and collaborative environment, as well as with industry, company, school and tertiary education stakeholders
7. Proven ability to be accountable for the timely review of relevant project plans, reports and commitments and achievement of project objectives
8. The capacity to exercise the highest standards of duty of care in ensuring the welfare, health, safety and the privacy of personal information of young people
9. Capacity to effectively use information and communications technologies, including Microsoft Office, email, internet, websites, databases and social media
10. Current holder of a Queensland Blue Card/Exemption Card **or** the capacity to secure Blue Card authorisation

Desirable skills/experience

1. Knowledge of the power and energy industry within the context of skills, technology and careers
2. Understanding of careers education and student pathways further education or employment
3. Ability to organise and deliver teacher professional development to a high standard and in alignment with Queensland College of Teachers CPD Requirements for Teachers

Availability

This is a full-time, contract position from 1 June 2026-31 January 2028. Regular and ongoing travel is required throughout regional Queensland to schools located near power and energy facilities.

Work relationships**Internal**

1. QRC Executive Manager – Skills & Education
2. QRC Acting Director – Workforce Strategy & Capability
3. Chief Executive Officer and Deputy Chief Executive; QRC Policy Directors and other QRC staff

External

1. Key Power and Energy Project GISP school contacts
2. Industry representatives across the power and energy sector
3. Relevant Government department staff and tertiary institution stakeholders

Environmental Conditions

1. This position is based in QRC's Brisbane Office (12 Creek Street Brisbane), under a hybrid model as per the direction of the QRC Chief Executive Officer. A laptop and mobile phone are provided.
2. The Queensland Resources Council is a non-smoking work environment
3. A probation period applies to this role

Applying for the role

Candidates are required to submit an application addressing the selection criteria through a cover letter and include a resume to matthewwh@qrc.org.au by close of business Monday 25 May 2026. Please quote position reference **QRC June 2026_Contract** in any enquiries or when applying for this position.

If you have the essential skills and experience and require further information regarding this position, please contact Matthew Heskett, Executive Manager – Skills & Education on 0436 322 336.