# Position Details

## Research Management- CSOF8

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| The following information is for applicants | |
| Advertised Job Title | Program Director, Australia Telescope National Facility (ATNF) Science |
| Job Reference | 74721 |
| Tenure | Specified Term of up to 36 months, with underlying indefinite research appointment available.  Full-time, Part-time/ Job share will be considered |
| Salary Range | AU$166,056 - AU$208,488 per annum (pro-rata for part-time) plus up to 15.4% superannuation  Salary range is negotiable where necessary to meet market rates. |
| Location(s) | Sydney (Marsfield) or Perth (Kensington) |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * All Candidates |
| Position reports to the | Director, Space and Astronomy |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 3-8 |
| Enquire about this job | [Careers.online@csiro.au](mailto:Careers.online@csiro.au) – your enquiry will be forwarded to the S&A leadership team. |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) or call 1300 984 220. |

### Role Overview

The *Australia Telescope National Facility (ATNF)* is operated by CSIROwithin its *Space and Astronomy* business unit. ATNF includes the *Australian SKA Pathfinder (ASKAP)*, the Australia Telescope Compact Array and the Parkes Telescope, and carries out associated instrumentation, technology development and research programs.

As the Program Director for ATNF Science you will be a member of the Space and Astronomy Executive team, reporting directly to the Director of CSIRO Space and Astronomy. In this role, you will work with the heads of the Technologies and Observatory Operations programs, the ATNF Chief Scientist and other senior leaders to deliver outcomes that support outstanding research and innovation in radio astronomy with the ATNF telescopes, and enhance Australia’s preparations for the SKA.

Within ATNF, you will lead a regionally dispersed team of scientists engaged in astrophysics research and supporting world-class science delivery with the ATNF through innovative user support and up-to-date instrumentation. You will work with the ATNF user community and senior colleagues to set a vision and strategy that allows us to drive innovation and science excellence with the ATNF telescopes. As Program Director, you will manage the budget for the program and develop and manage a portfolio of science-related projects and external relationships. A key responsibility of the role is to promote external collaborations with universities and other organisations, and you will have approximately 30% of your time available for your own original research.

### Duties and Key Result Areas

* Set direction for and manage a world-class team whose scientific expertise is critical to CSIRO’s radio astronomy technology and telescope operations and SKA activities (approximately 40 staff including Postdoctoral Fellows, and around 35 co-supervised students).
* As a member of the executive team, contribute to the overall strategy and management of the CSIRO Space and Astronomy Business Unit.
* Set direction for and oversee the delivery of user support, proposal review, time allocation and scheduling for the ATNF telescopes.
* Build strategic relationships within the User Community and across CSIRO to help deliver the best science with the ATNF.
* Manage the financial resources and ensure a sustainable financial pipeline for the ATNF Science program.
* Attract, develop and support staff from a diverse range of backgrounds.
* Foster a creative culture that supports excellence in research by program staff.
* Actively promote an inclusive, safe and environmentally sustainable workplace.
* Produce internationally recognised astronomy output relevant to ATNF.
* Communicate openly, effectively and respectfully with all staff, clients and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Work collaboratively as part of a multi-disciplinary, regionally dispersed research team to carry out tasks in support of CSIRO’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
* Other duties as directed.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

* A PhD (or an equivalent combination of qualifications and research experience) in a relevant science or technology field such as astrophysics, combined with managerial qualifications or significant relevant scientific leadership experience.
* Ability to engage with a broad range of stakeholders and build strategic collaborations.
* An established international reputation and credibility in your field of astrophysics research or instrumentation.
* Experience in, or aptitude for, managing user support, telescope time allocation and scheduling.
* Demonstrated ability to attract, retain, empower, and develop staff and to promote wellbeing and foster creativity in teams.
* Evidence of the ability to think critically, identify business issues, manage conflicts, and allocate resources to meet both short and long term needs.
* Experience in strategic planning, organisational alignment, and management of change.
* Demonstrated ability to lead with respect to Health, Safety and Environment and integrate this program into normal business processes.

## **Required Competencies**

* **Teamwork and Collaboration:** Creates and fosters an environment in which there is a high level of cooperation within and between teams. Facilitates positive team relationships to build interactions across Business Units and the organisation.
* **Influence and Communication:** Uses complex influencing strategies, for example, assembling strategic coalitions, building behind the scenes support and the tactical use of information to gain support.
* **Resource Management/Leadership:** Contributes to or defines Business Unit / organisational policy directions, strategic planning and operationalises the vision for staff and gains commitment to the direction chosen. Plans, seeks, allocates resources and monitors to achieve outcomes. Adopts a mentor role.
* **Judgement and Problem Solving:** Resolves major conceptual scientific, technical, commercial or management problems, which have a significant impact upon the field of research, professional function, the Business Unit or the Organisation. Situations faced have little or no precedent and require original concepts and approaches.
* **Independence:** Commits significant resources in the face of uncertainty and takes calculated risks to improve performance and achieve challenging goals. Uses personal energy to drive change strategies. Formulates and implements contingency plans to minimise the impact of potential risks. Accepts personal responsibility for the outcomes of decisions/risks taken.
* **Adaptability:**Is flexible in response to external change or when faced with external constraints. Identifies and promotes the opportunities arising as a result of change.

Special Requirements

Appointment to this role may be subject to conditions including provision of a national police check as well as other security/medical/character clearance requirements.

* The successful candidate will be asked to obtain and provide evidence of a National Police Check or equivalent. Please note that people with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
* If the successful candidate is not an Australian Citizen or Permanent Resident, they may be required to undergo additional security clearances, which may include medical examinations and an international standardised test of English language proficiency (i.e., IELTS test). - <https://ielts.com.au/>

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and [Space and Astronomy](https://www.csiro.au/en/Research/Astronomy) for more information.

CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* 1. People First
  2. Further Together
  3. Making it Real
  4. Trusted