# Position Details

## Communication & Information- CSOF6

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| The following information is for applicants | |
| Advertised Job Title | Communication Manager (Identified Role) |
| Job Reference | 76691 |
| Tenure | Indefinite |
| Salary Range | AU$100,710k to AU$108,985k pa + up to 15.4% superannuation |
| Location(s) | Negotiable |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | The position is only open to Aboriginal and/or Torres Strait Islander peoples with Australian Citizenship.  CSIRO considers the filling of this position is intended to constitute a special/equal opportunity/affirmative measure under *section 8(1) of the Racial Discrimination Act 1975 (Cth).*  Successful candidates are required to provide evidence to confirm that they are an Aboriginal and/or Torres Strait Islander person. |
| Position reports to the | Corporate Affairs |
| Number of Direct Reports | 0 |
| Enquire about this job | Dr Chris Bourke via email Chris.Bourke@csiro.au |
| 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. |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the area that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

### Role overview

Working with the Program Director – Indigenous Science & Engagement and Corporate Affairs function, the Communication Manager will be at the forefront of developing and delivering CSIRO’s key messaging across the organisation and externally to promote CSIRO Indigenous science outcomes and engagement. The Communication Manager will be responsible for developing, leading, implementing and evaluating communication and engagement strategies to strengthening engagement with Indigenous communities to support respectful partnerships through impactful research.

**Duties and Key Result Areas:**

* Develop and implement a communication program for CSIRO’s Indigenous Science and Engagement team which supports and promotes the implementation of CSIRO’s Indigenous Engagement Strategy and Reconciliation Action Plan.
* Undertake the design, implementation, and assessment of the communications and engagement plan for key internal and external stakeholders working with or conducting research for Aboriginal and Torres Strait Islander communities.
* Create and deliver integrated communication plans demonstrating Indigenous Science impact
* Working collaboratively across the Corporate Affairs team, integrate the Indigenous Science and Engagement communication program into the broader Corporate Affairs Strategy leveraging media relations, internal communication, digital and social, content and marketing communications to build and protect the CSIRO brand - focusing on ensuring we are relevant, engaging, and accessible.
* Partner with and contribute to the Indigenous Science and Engagement leadership team and others to develop, deliver, and evaluate communication strategies that align with both the Business and Enterprise Units strategy.
* Provide strategic advice and communication expertise to develop and maintain strong and trusted relationships with internal and external stakeholders.
* Liaise across CSIRO to identify and develop a range of compelling stories that aim to enhance CSIRO Indigenous Science and Engagement agenda.
* Provide advice and expertise to Corporate Affairs colleagues on Aboriginal and Torres Strait Islander representation, cultural sensitivities and protocols.
* Establish and maintain a governance framework for managing Aboriginal and/or Torres Strait Islander imagery in accordance with Aboriginal and Torres Strait Islander cultural sensitivities and protocols.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Required Competencies:**

* **Teamwork and Collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other teams as well as industry colleagues.
* **Influence and Communication:** Identifies critical stakeholders and influences them via an influential third party, for example through an established network, to gain support for sometimes contentious, proposals / ideas.
* **Resource Management/Leadership:** Provides leadership that fosters an environment that encourages new ideas and provides support for the development of emerging skills. Creates trust by displaying consistency and understanding through integrity and patience. Plans, seeks, allocates and monitors resources to achieve outcomes.
* **Judgement and Problem Solving:** Anticipates and manages problems in ambiguous situations. Develops and selects an appropriate course of action and provides for contingencies. Evaluates, interprets and integrates complex bodies of information and draws logical conclusions, synthesises proposals and defends options with reasoned arguments.
* **Independence:** Assesses the risk and opportunity of identified strategies, options and actions. Overcomes problems and setbacks in achieving goals. Invariably includes consideration of value-added future impact on bottom line when determining the optimal and efficient use of resources.
* **Adaptability:**Demonstrates flexibility in thinking and adapts to and manages the increasing rate of organisational change by adjusting strategies, goals and priorities.

## **Selection Criteria**

#### Essential

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

1. A degree, in a relevant discipline (e.g. communication, marketing, business or journalism), and/or an equivalent combination of relevant work experience and/or education and training.
2. Relevant experience in leadership and management within large or complex organisations.
3. Demonstrated experience designing, implementing, and assessing communications and engagement plan for Indigenous programs.
4. Demonstrated communication management experience in a complex business encompassing:

* Strategic planning and implementation, calculating risk, problem solving, effective team and budget management;
* Producing creative communication strategies delivered through multiple channels including non-traditional medias;
* Delivery of high-profile communication campaigns resulting in widespread national media coverage, stakeholder engagement and client satisfaction.

1. Demonstrated experience in navigating Aboriginal and Torres Strait Islander cultural sensitivities and protocols while managing brand alignment expectations in a complex organisation.

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 applicant 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.
* The successful applicant is required to provide evidence to confirm that they are an Aboriginal and/or Torres Strait Islander person.
* The successful applicant is required to provide contact details of at least one Aboriginal and/or Torres Strait Islander Cultural Referee.

## **About CSIRO:**

We solve the greatest challenges through innovative science and technology. To find out more visit us [online](http://www.csiro.au/)!

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

Find out more about [CSIRO Indigenous Science](https://www.csiro.au/en/research/indigenous-science).