# Position Details

## General Management – CSOF7

|  |  |
| --- | --- |
| The following information is for applicants | |
| Advertised Job Title | Business Systems Architect – CSIRO Publishing |
| Job Reference | 81103 |
| Tenure | Term of 24 months |
| Salary Range | AU$141,949 to AU$157,055 pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Clayton, VICTORIA preferred |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Director, CSIRO Publishing |
| Client Focus – Internal | 50% |
| Client Focus – External | 50% |
| Number of Direct Reports | 4 |
| Enquire about this job | Contact Andrew Stammer via email at andrew.stammer@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. |

### Role Overview

CSIRO Publishing is Australia's leading science publisher of books, journals and magazines.

We operate as a not-for-profit, editorially independent business unit within the Commonwealth Scientific and Industrial Research Organisation (CSIRO). Our internationally recognised publishing program covers a wide range of scientific disciplines. Our products and services are targeted at researchers, professionals, the general public, and children.

The impact of our work improves decision making, contributes to the growth of STEM-enabled innovation and enriches lives through access to knowledge.

CSIRO Publishing first published online journals in 1996, and it has enhanced its digital publishing processes, platforms and digital infrastructure to the present. Also, CSIRO is positioning itself towards improving its digital maturity and as a result there are opportunities to leverage digital platforms more and increase the interoperability between systems. As a result, CSIRO Publishing is seeking to increase the pace and scale of our business through a blend of digital technologies, as well as building on and enhancing, the digital capability in our workforce. To achieve this we need a cohesive, connected and coordinated strategy for these activities.

The Business Systems Architect will work with the Senior Management Team and other stakeholders to ensure that the business needs and outcomes are blended into a cohesive digital strategy, including platforms, website and other digital services ensuring that it aligns with and supports business direction and needs. The role melds business objectives into cohesive overarching system designs, *c*ommunicates technical solutions and design trade-offs effectively to business stakeholders, and provides a delivery framework that ensures quality and success for other areas in CSIRO Publishing.

This is a senior role that facilitates the strategic development of organisational capability, responsible for initiating and implementing organisational change and representing the business unit’s interests in external forums.

### Duties and Key Result Areas:

* *Strategic Leadership* 
  + Collaborates with CSIRO Publishing Senior Management Team, customers and other stakeholders to:
    - create a digital vision for the business, and to identify opportunities for improving digital capabilities and adopting appropriate digital solutions
    - establish a plan for managing digital infrastructure including CSIRO Publishing’s website, processes, outputs and data. — all to maximize the impact of CSIRO Publishing ’s content
    - foster digital awareness and culture in the business.
  + Leads the development of the digital strategy and roadmap, and ensures its integration with other strategic planning processes, and the resulting business strategy and plans. Provides a single point of coordination for the digital strategy.
  + Leads implementation of the digital strategy through managing the e-Publishing team.
* *Manages Resources*
  + Attracts and manages resources and works within agreed budgets.
  + Defines and reports on KPIs and metrics that represent progress against digital strategy goals.
* *Leads Change*
  + Acts as a thought leader on emerging digital business models and technologies, articulating the digital future and the business’s role in it, internally and externally.
  + Acts as a champion and change agent in leading the organizational changes required to create and sustain business digital capabilities.
* *Builds collaborative networks*
  + Builds and maintains external relationships in academia, as well as with industry bodies, vendors and technology analysts to learn and influence.
  + Develops and manages relationships with contracted suppliers to ensure agreed service levels.
  + Communicates openly, effectively and respectfully with all staff, clients and suppliers to influence understanding and uptake of strategy, enhance collaboration and achieve impact for CSIRO Publishing. Support team and colleagues through leadership role in creating a vibrant and inclusive workplace
  + Uses complex influencing strategies, for example, assembling strategic coalitions, building behind the scenes support and the tactical use of information to gain support.
  + Works collaboratively as part of a multi-disciplinary, dispersed team, and business unit to carry out tasks in support of CSIRO Publishing’s objectives.
  + Adheres to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
* *Other duties as directed.*

## **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 organisational interaction across CSIRO.
* **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:** 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:** 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.

## **Selection Criteria**

#### Essential

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

1. A bachelor’s degree, or post-graduate degree in a science, digital or technology field.
2. Minimum 7 years' experience with digital information products and services in a product management or technology leadership role, preferably in STM publishing and/or research environments
3. The ability to blend and translate business needs and outcomes to align to system elements thus assuring the people, organisations, information, cyber and application needs are accommodated and directly related to business needs.
4. Demonstrated ability to provide high-level strategic analysis on existing operations, recognise opportunities and provide high-quality guidance to ensure competitive advantage across national and global markets
5. Broad familiarity with key technologies and standards used in digital information products and services, including authentication, content management, metadata standards, persistent identifiers
6. Demonstrated ability to understand and lead teams across the following considerations:
   1. Business architecture
   2. Alignment of business outcomes to Operations, Information and technology designs
   3. Development of information and technology designs aligned to and organisations enterprise architecture.
7. Understanding of modern web technologies, including front- and back-end development, SaaS principles, APIs and cloud infrastructure services. Demonstrated experience in development of System and Solution Design documentation
8. Solid understanding of automation practices and application architectures
9. Ability to work within an agile working environment and agile methodologies & tools.
10. Demonstrated knowledge, understanding and commitment to principles of Workplace Diversity; Equal Employment Opportunity; Occupational Health, Safety and Environment; and Employee Participation.

## **Desirable:**

1. Experience producing simple diagrams to convey complex technical problems
2. A significant record of innovation and creativity plus the ability & willingness to incorporate and/or promote the inclusion of novel ideas and approaches into projects of all sizes and scale.

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/
* This role has child safety obligations. Accordingly, the successful candidate will be required to obtain or provide evidence that they hold a working with children check prior to confirmation of appointment.

## **About CSIRO:**

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

Find out more about [CSIRO Publishing](https://www.publish.csiro.au/)