Position Details

General Management – CSOF7

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| THE FOLLOWING INFORMATION IS FOR APPLICANTS |
| **Advertised Job Title** | Aus4Innovation Program Director |
| **Job Reference** | 73445 |
| **Tenure** | Specified Term of 3 years  Full-time   |
| **Salary Range** | AU$139,166 to AU$153,975 pa + up to 15.4% superannuation plus International relocation allowances and support |
| **Location(s)** | Hanoi, Vietnam Initial placement in Melbourne (Vic.), Sydney (NSW), or Canberra (ACT) or other Australian capital city with a major CSIRO site.  |
| **Relocation Assistance** | Will be provided to the successful candidate if required  |
| **Applications are open to** | Australian Citizens Only  |
| **Position reports to the** | Executive Manager, Global  |
| **Client Focus – Internal** | 20%  |
| **Client Focus – External** | 80%  |
| **Number of Direct Reports** | 3  |

### Role Overview

CSIRO’s vision is to be Australia’s innovation catalyst, boosting the country’s innovation performance and creating value for customers that makes a positive impact to our nation. At CSIRO it is an exciting time, with a focus is on Australia’s future and cultivating a competitive edge for CSIRO’s Global Engagement for National Benefit strategy.

Reporting to Enterprise Executive Manager - Global, this role is based in in the Australian Embassy in Hanoi, Vietnam.  The role is primarily responsible for the successful development and implementation of the Aus4Innovation program.

This role will work in close collaboration with other members of Team Australia within the Embassy and foster trusted relationships with key in-country government ministries, and key external stakeholders from the development sector, research, and industry.

This role will work closely with CSIRO stakeholders in the development and successful execution of the Aus4Innovation program in Vietnam.

### Duties and Key Result Areas

* Successful development and implementation of the Aus4Innovation program in Vietnam.
* On behalf of CSIRO, build and maintain relationships with in-country partners, including Australian Embassy agencies, to influence and support Australia’s science and innovation cooperation in Vietnam.
* Demonstrate program management excellence in Aus4Innovation program delivery.
* In collaboration with CSIRO colleagues support a structured and disciplined program of engagement with Australian stakeholders to communicate opportunity in Vietnam.
* Create mechanisms for CSIRO colleagues to share their interests in Vietnam; provide support and facilitate connections for CSIRO’s visiting science teams as they visit the country and its regions.
* Proactively contribute to Australian Public Diplomacy initiatives in-country, particularly the promotion of Australian science and innovation credentials.
* Adhere 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.
* In partnership with CSIRO Global, support programs and opportunities to gain experience and knowledge from Vietnam’s innovation system.
* Generate Aus4Innovation case studies in support of enhanced economic development strategy and how innovation programs can support bilateral goals for mutual value creation.
* 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.
* Other duties as requested.

### 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 tertiary qualification in either Science and/or Business or equivalent experience and a minimum of 10 years work experience in a relevant field.
2. Ability to undertake International and Domestic (within host country) travel.
3. Extensive experience in and deep knowledge of Australian Government including CSIRO, with demonstrated achievement in building and sensitively developing and managing relationships on behalf of the Australian Government.
4. Experience in navigating through and with large complex organisations and bureaucracies, overcoming barriers and roadblocks to build awareness and strategic engagement. Leveraging these relationships to identify potential opportunities for CSIRO.
5. Demonstrated ability to establish and develop strong stakeholder relationships, utilising influencing skills to gain support for new initiatives both within and outside an organisation.
6. Demonstrated expertise and experience in defining and executing successful international engagement programs and building productive long-term partner relationships in the host country market.
7. Demonstrated connections to development agencies and/or philanthropic networks, including an appreciation of their drivers and funding models.
8. Demonstrated ability to engage effectively and align with organisation located offshore, building, and maintaining strong professional and collaborative working relationships with key internal and external stakeholders.
9. Proven ability to represent and articulate science, technology, and commercial concepts credibly with exceptional oral and written communication, interpersonal, negotiation and representational skills.

**Desirable**

1. Previous experience living and working overseas in a similar role

**Special Requirements**

Applicants must be an Australian citizen, with successful candidate either holding or having the ability to obtain a Negative Vetting 2, Australian Government security clearance.

The successful candidate will be required to undertake psychometric testing prior to appointment.

The successful candidate, and their family, will be required to undertake a pre-employment medical examination.

### 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:

* People First
* Further Together
* Making it Real
* Trusted