# Position Details

## General Management – CSOF7

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| The following information is for applicants |
| Advertised Job Title | Executive HSE Business Partner - EER |
| Job Reference | 77945 |
| Tenure | Indefinite Full-time |
| Salary Range | AU$139,166 to AU$153,975 pa + up to 15.4% superannuation |
| Location(s) | Various  |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian Citizens and Permanent Residents Only |
| Position reports to the | Director - Health Safety and Environment  |
| Client Focus – Internal | 80% |
| Client Focus – External | 20% |
| Number of Direct Reports | 4 |
| Enquire about this job | Contact Joanna Knight via email at joanna.knight@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 or call 1300 984 220. |

### Role Overview

At CSIRO, we do the extraordinary every day. We innovate for tomorrow and help improve today - for our customers, all Australians and the world. We imagine. We collaborate. We innovate. Australia is founding its future on science and innovation. The Commonwealth Scientific and Industrial Research Organisation (CSIRO) is a powerhouse of ideas, technologies and skills for building prosperity, growth, health and sustainability. It serves governments, industries, business and communities across the nation. CSIRO is Australia's premier research body, delivering innovative science for the benefit of Australians.

Health, Safety and Environment (HSE) partners with all levels of the organisation coaching and influencing to make HSE personal. They provide future focussed, leading-edge development and delivery of HSE programs that result in significant improvement in CSIRO’s wellbeing and HSE culture.

The HSE Executive Business Partner Environment, Energy and Resources (EER) reports to the HSE Director. This role is responsible for proactively partnering with, coaching and positively influencing CSIRO’s operational line management and HSE manager and advisors to deliver HSE goals to broader organisational goals. The Executive Business Partner will provide tailored support and coordinate the consistent delivery of Improving HSE outcomes and metrics, HSE activities and initiatives for all business units across regions and the wider organisation. This role will work closely with the Environment, Energy and Resources Executive and will also provide focussed HSE support to the Oceans & Atmosphere business unit.

Key relationships:

Internal: EER Executive Director and EER leadership team, EER Business Unit Directors, Research Directors, Research Operations Managers, HR Managers, HSE Executive Business Partners and Executive Manager Corporate Services and Health Wellbeing, HSE Managers, and HSE Advisors.

External: stakeholders such as regulators (e.g., Comcare, ARPANSA), collaborative partner organisations, other organisations to learn from them and expand CSIRO’s influence.

### Duties and Key Result Areas:

* Drive the development and implementation of CSIRO’s HSE strategic plan to deliver a step change improvement in the organisations HSE performance through an innovative, consistent HSE approach while embracing CSIRO’s unique needs.
* Build and maintain strong and partnering relationships with EER and Business Unit Executive teams, customers, and stakeholders through developing a deep understanding of their respective needs to enable the development and delivery of HSE priorities and initiatives, with a focus on consistent practices embedded across the organisation.
* Build, motivate and lead successful teams working across multiple sites with ability to establish and maintain positive interpersonal relationships and influence positive, consistent HSE outcomes.
* Develop, influence, and contribute to cohesive, collaborative, and innovative senior management within CSIRO leadership and the HSE function, ensuring seamless and proactive connection between all areas of HSE and the organisation more broadly.
* Oversee HSE resourcing requirements across multiple operational sites to deliver the HSE Plan and consider requests for support.
* Lead development and implementation of the evolving CSIRO HSE culture change program and lead by example, acknowledging and promoting key desired behaviours to enable the growth of a high performing, positive and proactive HSE culture across the organisation, with an emphasis on a consistent, organisational approach to HSE.
* Develop and foster an informed culture of continual HSE improvement across the organisation, to ensure HSE knowledge, best practice and lessons learnt are shared.
* Drive development of innovative best practice solutions to HSE risks, regulatory non-compliances and HSE performance deficiencies.
* 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, often regionally dispersed team, and HSE function to carry out tasks in support of CSIRO scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, and Diversity initiatives.
* 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. Tertiary qualifications in a relevant health, safety, environment degree or risk management with at least 10 years demonstrated experience in leading HSE management within large or complex organisations.
2. Comprehensive knowledge and understanding of HSE legislation, codes of practice and standards with experience in influencing and effecting impactful HSE changes in team culture in alignment with the strategic direction of the organisation.
3. A significant record of innovation and creativity in HSE, plus the ability & willingness to incorporate and/or promote the inclusion of novel ideas and approaches into the organisation.
4. Track record in enabling positive organisational change, by adapting strategies, goals, and priorities, and driving culture change in health and safety. Demonstrated ability to embrace ambiguity and positively persist towards an end goal.
5. Demonstrated collaborative leadership skills and the ability to & lead remotely – utilising collective leadership skills to create connection across all teams within the HSE function and with other stakeholder teams.
6. Demonstrated experience in collaboratively sharing and utilising team resources to provide a seamless and organisational approach to the delivery of the HSE strategy.
7. A proven ability to coach and be the trusted advisor to leaders by influencing a positive culture where HSE is prioritised and considered ensuring alignment between client needs and CSIRO’s objectives. Creating trust by displaying consistency and understanding through integrity and patience.
8. Exemplify strong interpersonal skills (respectful, collaborative, builds trust, listens, uses discussions to find common ground) in managing client expectations. Communicates clearly (both in orally and in writing).
9. Influencing HSE teams and internal and external stakeholders on at times contentious HSE matters to provide a seamless organisational approach to the delivery of the HSE plan.
10. A strong working history of understanding goals and targets, taking accountability, driving outcomes and delivering on commitments & achieving results. Ability to take direction, deliver on set objectives and a passion for continued learning, development and growth in yourself and in others.

Special 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.

**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