# Position Details

## General Management – CSOF8

|  |  |
| --- | --- |
| The following information is for applicants | |
| Advertised Job Title | Director CSIRO Education and Outreach |
| Job Reference | 78861 |
| Tenure | 3 years term |
| Salary Range | AU $169k - $212k plus up to 15.4% superannuation |
| Location(s) | Australian major cities |
| 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 Services |
| Client Focus – Internal | 40% |
| Client Focus – External | 60% |
| Number of Direct Reports | 5 |
| Total team size | 60 |
| Enquire about this job | Contact Fern Seto via email at fern.seto@csiro.au or phone +61 3 9545 2328 |
| 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’s strategic vision is to create a better future for Australia. Underpinning this vision is an objective to stimulate innovation including by strengthening Australia’s STEM pipeline through education and outreach programs. The Director CSIRO Education and Outreach, drives the achievement of this objective, leading a team of over 60 staff that aims to lift Australia’s capacity and capability in STEM.

CSIRO Education & Outreach delivers a range of high impact [national STEM programs](https://www.csiro.au/en/education/Programs) that help build the STEM pipeline for Australia, reaching hundreds of thousands of students and thousands of teachers each year. Successful delivery these programs requires a strongly collaborative and highly networked senior leader who will lead CSIRO’s interaction with the education sector in Australia and with key industry, government and community stakeholders.

CSIRO Education & Outreach is one of the 5 businesses within the CSIRO Services Business Unit. CSIRO Services connects society, communities, government and industries to science to improve innovation performance, collaboration and to solve some of the most pressing problems for Australia. The other 4 businesses within CSIRO Services are: SME Connect, Infrastructure Technologies, Publishing and Futures. Each of these businesses are market-facing and operated on a commercial basis.

### Duties and Key Result Areas:

* **Strategic leadership** of the Education & Outreach business – identify and set the strategic direction for the business with responsibility to secure and manage resources to deliver on strategy whilst managing risks – strategically position CSIRO through the education offering and align education team activity with CSIRO strategy.
* **Business and commercial leadership** - Manage engagement and commercial relationships with the education sector, government, and industry. Manage the education business – both securing of resources and efficient allocation of resources to deliver value. identify and exploit opportunities of strategic significance, including the development of new business and negotiating complex deals for new and developing programs
* **Deliver on commitments** through:
  + leadership and development of a high performing team which is professional, customer focused and aligned to strategy. Foster innovation in the team and a culture where staff can reach their full potential, undertaking coaching, mentoring and development, performance management and issues management.
  + management of risk of operations including compliance with legal and statutory responsibilities.
* **Build collaborative stakeholder networks** -– engage with internal and external stakeholders to build and maintain extensive networks, position CSIRO’s education offering, secure support and resources to deliver impact.
* **Contribute to CSIRO** - as a member of CSIRO Services’ Leadership Team, and be able to lead, cross-functional task forces/policy bodies and committees to provide and gain a broader corporate perspective.

## **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:** 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.

## **Selection Criteria**

#### Essential

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

1. Demonstrated ability provide high level strategic leadership, encompassing innovative strategic planning and implementation, risk management and effective resource management aligned to strategy.
2. Demonstrated ability to lead transformational change and create a culture that encourages new ideas, fosters innovative problem solving, continuous improvement and knowledge sharing.
3. Demonstrated commercial skills, business acumen and experience with the management of a multi-million dollar budget.
4. A strong record of leadership and management of high-performance teams.
5. Demonstrated ability to build and maintain high trust, respected and collaborative working relationships across a wide range of disciplines at all levels of the organisation and with external stakeholders.
6. Relevant tertiary qualifications in Education, Science or Business.

## **Desirable:**

1. Deep knowledge and experience in the education industry.
2. Experience working in a scientific or research organisation.
3. Demonstrated ability to successfully deliver large-scale programs.

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.
* 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 Education and Outreach](https://www.csiro.au/en/Education)