# Position Details

## Research Management- CSOF8

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| The following information is for applicants | |
| Advertised Job Title | Facilities Program Director – Marine National Facility |
| Job Reference | 84281 |
| Tenure | Specified Term of 3 years  Full-time |
| Salary Range | AU$169k to AU$181k pa (pro-rata for part-time) + up to 15.4% superannuation |
| Location(s) | Hobart |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian Citizens and Permanent Residents * New Zealand Citizens * Australian Temporary Residents with work rights for the expected duration of the term (at least to end of July, 2025), with no requirement for sponsorship. |
| Position reports to the | Business Unit Director and is a member of the Business Unit Leadership team |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 5-10 |
| Enquire about this job | Toni Moate via email: [Toni.Moate@csiro.au](mailto:Toni.Moate@csiro.au) or phone +61 3 6232 5209 |
| 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 areas 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).

**The Role**

The Facilities Program Director sets the vision and strategy, and leads a Marine National Facility Program to deliver outcomes and impact through effective and efficient utilisation of the Facility, aligned to the goals of a Business Unit.

The Facilities Program Director proactively develops and manages the Marine National Facility (MNF) and external relationships to ensure optimal science, financial and impact delivery. A key responsibility is to promote collaboration across boundaries and manage the risks inherent in the operation of the Facility.

The Facilities Program Director forms part of the Business Unit Leadership Team and is accountable for the delivery of specific elements of the Business Unit's overall impact, science and financial objectives.

**Marine National Facility**

Funded by the Australian Government since 1984, the Marine National Facility provides a keystone element of the nation’s research infrastructure by providing the only blue-water research capability available to Australian marine researchers and their international collaborators for work in Australia’s vast marine estate. Access is providedthrough an independent and peer reviewed applications process focused on scientific and/or technical excellence, the potential to contribute to Australia’s national benefit and the ability of the research team. This ensures research undertaken through the MNF is specifically selected for excellence and contribution to Australia’s national benefit, and provides key information to government, industry and other stakeholders to support evidence-based decision-making focused on research challenges in fisheries management, geological resources, regional and global climate, coastal and offshore developments and marine operations.

The MNF is responsible for overseeing the delivery of safe, successful and efficient marine research. Ship management services, including crewing, ongoing maintenance, compliance with domestic and international maritime regulations, and management of port periods and dry docks, are provided by an external supplier under contract. An internal engineering and technology Program provides the MNF with scientific technical services to support the deployment at sea and ongoing maintenance of the suite of scientific equipment and instruments on board RV *Investigator*.

**Research Vessel**

The 94m research vessel, *Investigator*, is available for multidisciplinary research in the oceans and seas around Australia. *Investigator* was commissioned in 2014-15. *Investigator* has a crew of 20 and can carry up to 40 scientists and technicians. It has an autonomy at sea of 60 days, enabling research to be carried out in remote regions, from the tropics to the Antarctic ice-edge.

### Duties and Key Result Areas

**Facility Leadership & Operations**

* Lead delivery of the National Facility, including prioritisation, direction setting, efficient and effective utilisation of facility resources, capability development, recruitment and retention of staff.
* Manage legislative and regulatory compliance risks required for the Facility.
* Assist the Business Unit Director with planning and preparation for Marine National Facility Steering Committee (MNFSC) meetings to enable the MNFSC to implement policies, oversee operation of sub-committees, and allocate research time on the MNF.
* Work with the scientific community to ensure the best scientific outcomes by developing a research environment that enables science excellence, creativity, innovation and flexibility.
* Maintain a science ready facility to serve the research community.
* Develop and maintain a comprehensive strategic overview of the risk profile and opportunities of the national facility, managing identified risks and opportunities.

**Capability Leadership**

* Strive for "Zero Harm" (physical and psychological) through a commitment to a healthy, safe and environmentally sustainable workplace.
* Attract, develop and retain world class talent which will meet current and future needs.
* Empower staff with the sufficient autonomy to pursue innovative science and encourage the creative exchange of ideas.
* Model appropriate and professional behaviour in the workplace and manage people matters proactively.
* Effectively lead change initiatives across the MNF and CSIRO.

**Engagement and Partnerships**

* Manage stakeholder and community engagement with the MNF, including processes for utilisation of the facility by non-CSIRO organisations and parties and undertaking high level national and international representation of the national facility to expand its impact and opportunities for new business.
* Support the MNFSC and Business Unit Director to contribute to the formulation and implementation of a long-term strategy for continued operation of the facility.
* Negotiate and oversee the service agreement with Engineering & Technology Program to deliver technical services to the MNF.
* Liaise with the Engineering & Technology Research Director to ensure the agreement meets the needs of all researchers.
* Deliver trusted advice from the Marine National Facility to key clients nationally and internationally.
* Develop and implement a comprehensive communications strategy and a stakeholder relationship plan for the research vessel.
* Build strategic alliances within the organisation to collaboratively execute CSIRO strategy across lines of business.

**Resource Leadership**

* Lead and manage the Marine National Facility's financial resources, people, infrastructure and other assets to ensure their effective and efficient use.
* Secure a pipeline of opportunities aligned with national priorities that deliver a sustainable financial future.
* Ensure effective management of physical infrastructure and resources in an environmentally sustainable way; and
* Ensure best practice governance and management of commercial activities and intellectual property.

**Other Duties**

* 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, regionally dispersed research team to carry out tasks in support of CSIRO’s scientific objectives.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Selection Criteria**

#### Essential

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

1. Demonstrated planning, financial, project management, change management skills and experience at the level of a national program of comparable size and scale to the Marine National Facility.
2. Superior interpersonal skills with a proven history of successfully building and maintaining strong relationships, using complex influencing and negotiation strategies to ensure alignment between all parties.
3. Demonstrated experience and understanding of risk management, incident response, organisational requirements, policies, procedures and external regulations, relevant to a facility similar in nature to the Marine National Facility.
4. The ability to work effectively in a team environment, collaborate widely both internally and externally, and provide guidance to managers and staff.
5. A record of strong leadership that has contributed to or defined policy direction and strategy.
6. A history of anticipating and successfully resolving complex technical, management and administrative issues, which have potential for impact at a strategic level.
7. A history of professional and respectful behaviours and attitudes in a collaborative environment.

#### Desirable Criteria

1. Experience and knowledge of the conduct of marine research and the ability to apply organisational policy and the maritime industry regulations to achieve the efficient conduct of marine research.

## **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 interactions across Business Units and the organisation.
* **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.

Special Requirements

This role may provide an opportunity to go to sea on RV Investigator. This will require the successful candidate to undertake a pre-voyage medical assessment and be determined fit to deploy.

**The successful candidate will also:**

* Be asked to obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.
* Have the ability to obtain a Maritime Security Identification Card.
* Be willing and able and ability to travel interstate and, if required, internationally.

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.csiro.au/) and the [Marine National Facility](https://mnf.csiro.au/) for more information.

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