



Australia's National
Science Agency

Director, Health, Safety & Environment (HSE)

Information for applicants

Acknowledgement of Country

In the spirit of reconciliation, CSIRO acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today. View our [vision towards reconciliation](#)

About CSIRO

Australia's national science agency



One of the world's largest multidisciplinary science and technology organisations



5,672+ dedicated people working across 53 sites in Australia and globally



State-of-the-art national research infrastructure



We delivered \$10.2 billion of benefit to the nation in FY22

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, businesses and communities across the nation.

CSIRO is Australia's premier research body, delivering innovative science for the benefit of Australians.

The Commonwealth Scientific and Industrial Research Organisation (CSIRO) is Australia's national science agency and innovation catalyst and one of the world's largest and most successful publicly funded research and development organisations. CSIRO is also one of the most multidisciplinary mission-driven research agencies in the world.

With 53 locations and over 5,600 people across Australia and internationally, CSIRO solves the greatest challenges through innovative science and technology. We are committed to complementing our world-class science capabilities with outcome-focussed research to generate and deliver economic, environmental, and social benefits for Australia in a global context.

CSIRO is Australia's most trusted research institution and most connected innovator, working with most Australian universities, government and non-government agencies and major Australian industries.

Around the world, CSIRO's work spans research, government and industry to co-create commercialisation outcomes that deliver impact and create science-driven technologies and economic value and a better future for all Australians.

Our collaborative research turns science into solutions for food security and quality, clean energy and resources, health and wellbeing, resilient and valuable environments, innovative industries, and a secure Australia and region. CSIRO's research delivers around \$11.7 billion of benefit to the nation each year, securing our future national prosperity as well as environmental and social benefits.

CSIRO has improved the lives of many around the world through research and development and some you will know well include Fast Wireless LAN (WiFi), the Hendra virus vaccine, polymer (plastic) banknotes, extended-wear contact lenses, Aerogard and the Total Wellbeing Diet to name a few.

CSIRO acknowledges the extraordinary contributions that Aboriginal and Torres Strait Islander people have made, and continue to make, to our culture, the economy and science. We're working with Indigenous communities and organisations to create Indigenous-driven science solutions that support sustainable futures for Indigenous peoples, cultures, and Country.

To find out more, visit [csiro.au](https://www.csiro.au).



CSIRO Strategy & Values

Our purpose is to solve the greatest challenges through innovative science and technology

The challenges we are solving

Health and wellbeing	Enhance the health of Australians through preventative, personalised, biomedical, and digital health services.
Food security and quality	Achieve sustainable security through new <u>AgriFood</u> products, technology and innovation for Australia.
A secure Australia and region	Help safeguard Australia from threats (terrorism, regional instability, pandemics, biosecurity, disasters and cyber-attacks).
Resilient and valuable environments	Enhancing the resilience, sustainable use and value of our environments, including by mitigating and adapting to the impacts of climate and global change.
Sustainable energy and resources	Build competitiveness, sustainability and security of our energy and minerals resources while heading to Net Zero.
Future industries	Help create Australia's future industries and jobs by collaborating to boost innovation performance and promote STEM skills.

Our objectives to deliver

Deliver impact through innovation	Advance Australia's commercialisation of science and deliver new value from digital innovation.
Purpose driven science and technology	Deliver impact at-scale aligned with the challenges we are solving and the portfolios of research directed to them. Invest in the right future science and technology to solve tomorrow's challenges.
Engage and empower talent	Attract world-class talent and strengthening our nation's STEM pipeline. Build a culture that makes us an employer of choice and operate in an adaptable, resilient and responsive way.
Build collaborative networks	Share our world-class national labs and facilities with industry, universities and government and harness the power of our diverse relationships for better outcomes.

Our vision is to create a better future for Australia

Our values underpinning how we work

Making it real

Trusted

People first

Further together

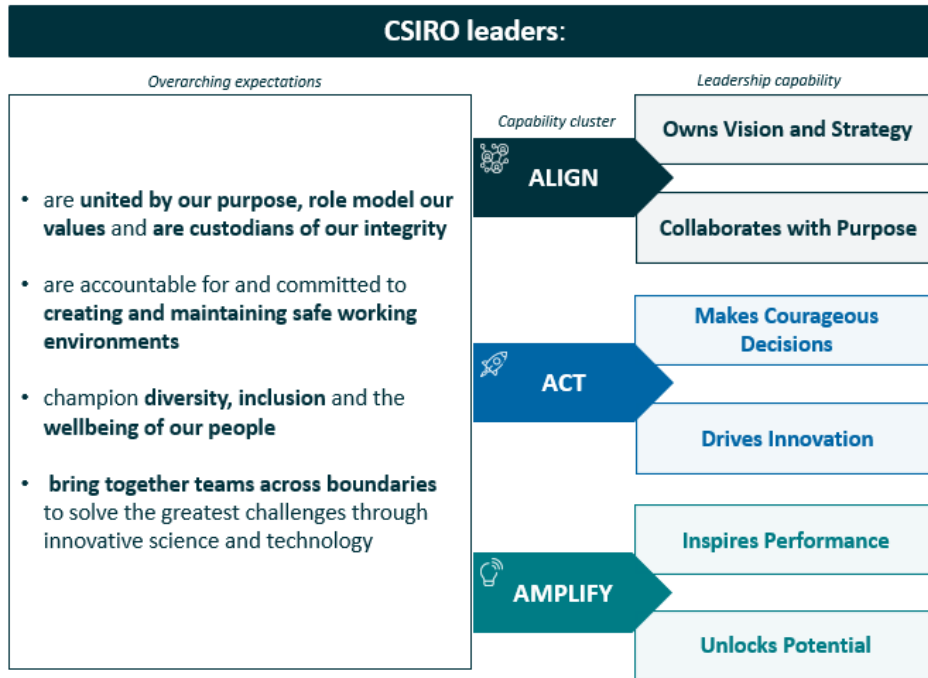
CSIRO's values are more than just words. They represent what is unique and special about CSIRO. Our values underpin not just the work we do, but how we do it, and how we interact with our colleagues and the diverse range of partners we collaborate with every day.

Please follow this link to view CSIRO's values - CSIRO

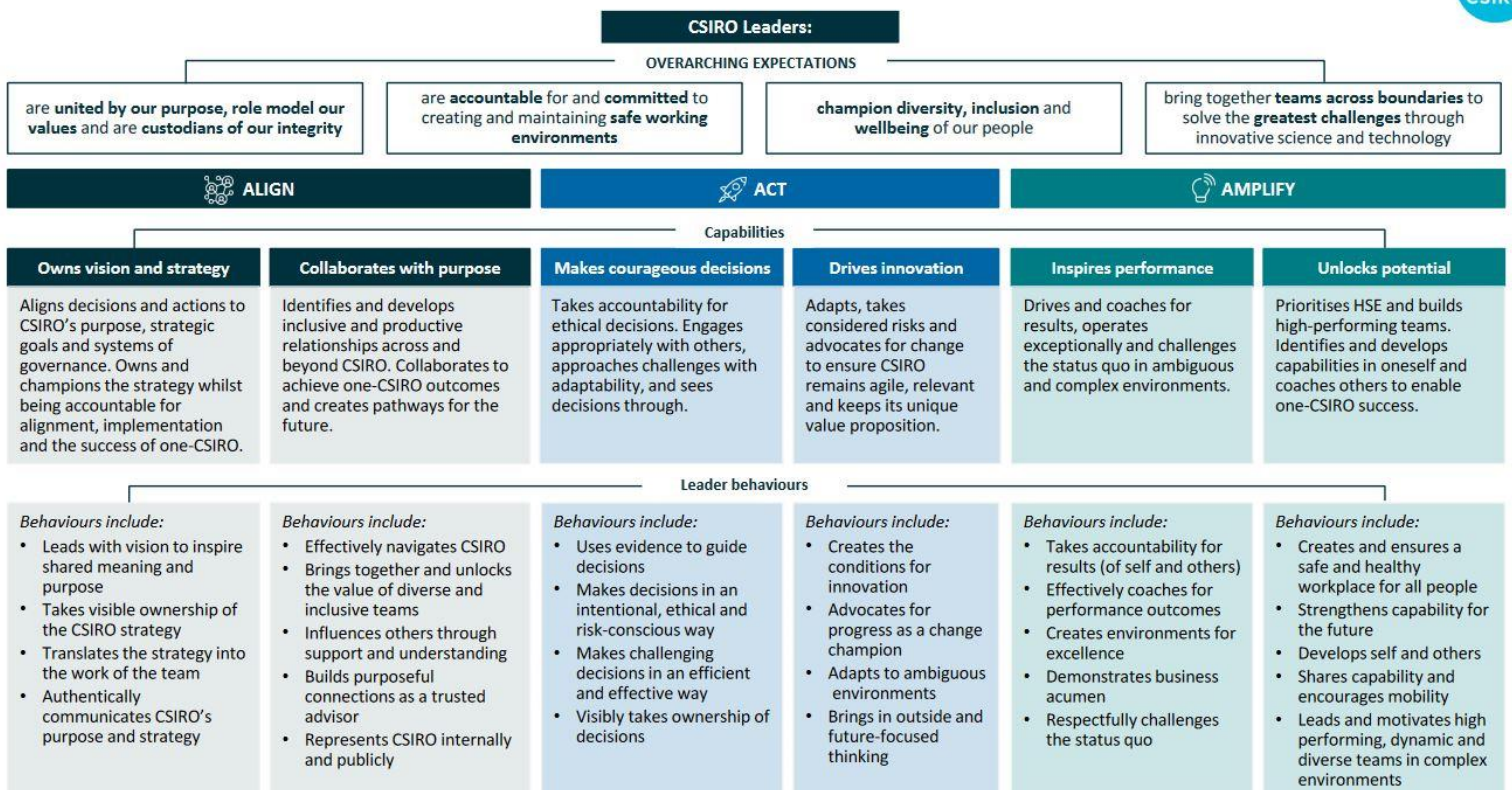


Leading @CSIRO Framework

The Leading @ CSIRO Framework (below) outlines what is expected of all CSIRO leaders along with core capability areas and behaviours.



Leading@CSIRO framework



About: Health, Safety & Environment Business Unit

CSIRO is committed to safeguarding the health, safety, and wellbeing of our people, our partners, and the community.

CSIRO's working environments are as diverse as the research, science and services we deliver. We ensure that our people have access to support services and work in safe, happy and comfortable conditions.

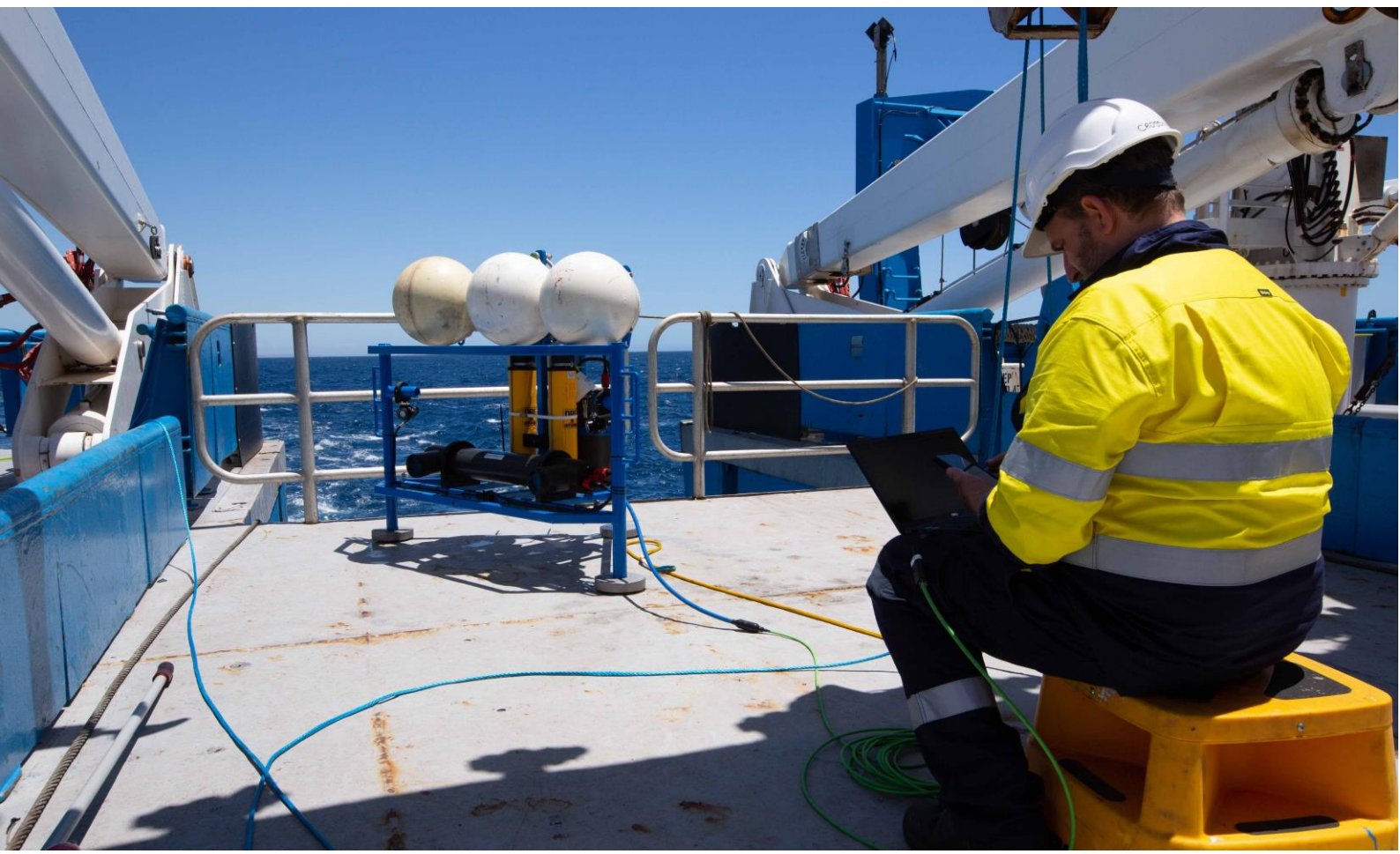
CSIRO is committed to continually improving health, safety and environmental standards to minimise the risk of:

- injury to staff, visitors and contractors
- harm to the environment

We have a team of Health, Safety and Environment (HSE) professionals who are available to advise and guide staff, and to ensure a safe working environment. We are committed to ensuring our people thrive and that everyone goes home safely, every day.

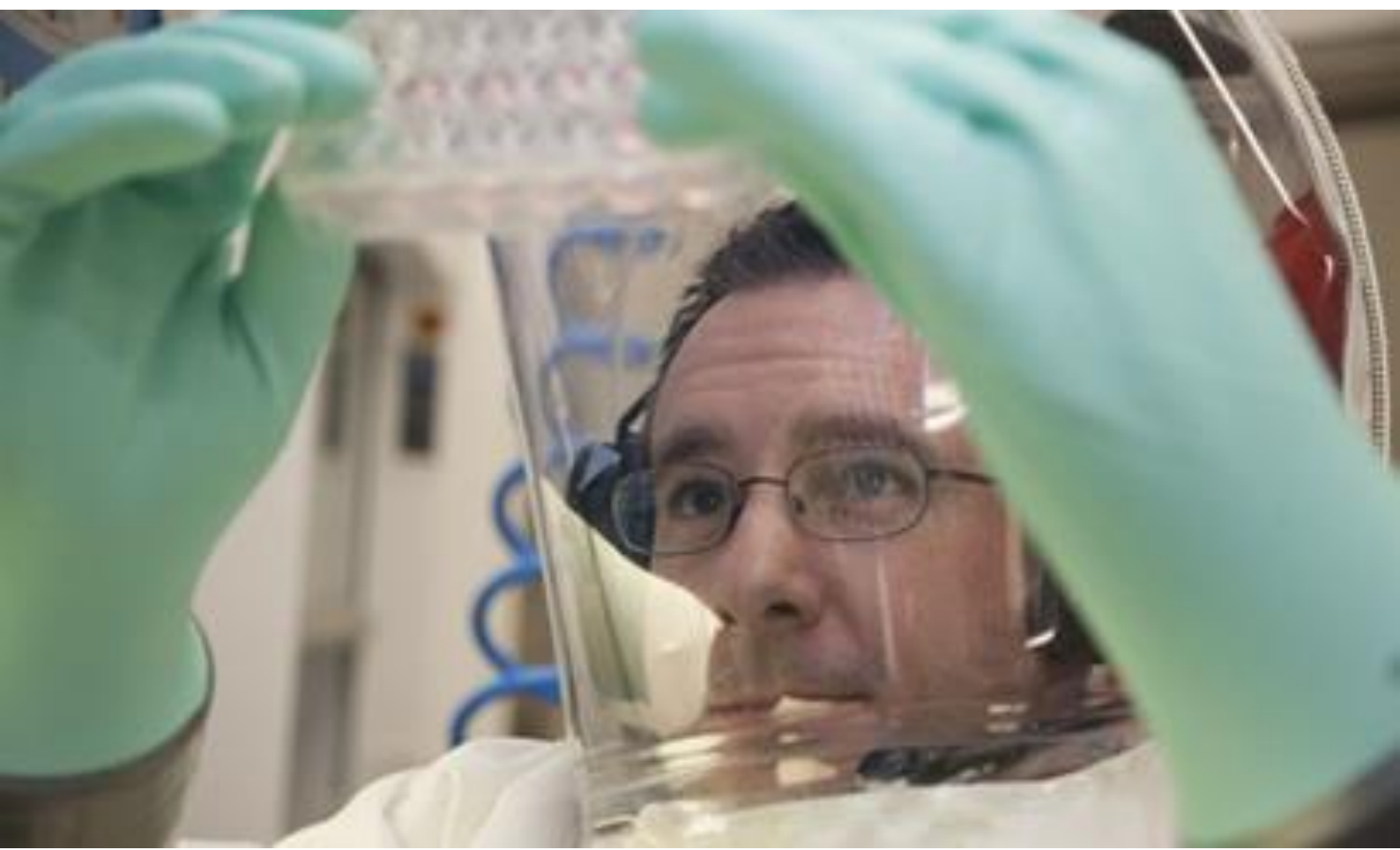
Each of us is accountable for working safely, looking out for the safety and wellbeing of those around us and minimising our impact on the environment. Upon commencement, our staff participate in a safety induction program to ensure they have the necessary tools, skills and information to carry out their duties in a safe manner.

You can review the HSE Policy here [Health-safety-and-environment-policy.pdf](#)



Position Details

Job Title	Director Health, Safety & Environment
Tenure	Specified Term – 3 years, Full-time
Salary Range	Attractive Salary Package including Motor Vehicle Allowance and up to 15.4% superannuation (based on experience and negotiable for the right candidate).
Location	The role can be based in any capital city in Australia where there is a CSIRO office. (With a willingness and ability to travel interstate and, if required, internationally)
Relocation Assistance	Will be provided to the successful candidate if required
Applications are open to	Australian / New Zealand Citizens and Australian Permanent Residents
Position reports to the	Executive Director, People
Client Focus – Internal	65%
Client Focus – External	35%
Number of Reports	Circa 60 staff in the wider team



Director, Health, Safety and Environment

About the Role

We are looking for our next leader of this significant and impactful Business Unit!

Business Unit Leadership

Reporting to the Executive Director People, and sitting within the broader People function, the Health, Safety and Environment (HSE) Director leads the HSE Business Unit in a significant leadership role that forms part of the CSIRO Leadership Team. The Director HSE is accountable for the delivery of the Business Unit's overall impact and financial objectives to CSIRO.

The Director HSE and their management team will advise, guide and drive the development of tools and resources to build robust thinking around risk management and health, safety and environmental wellbeing.

Strategy Development / Strategic Leadership

The Director HSE, will be responsible for setting a compelling and strategic vision and for developing, refining and driving the HSE Strategic Plan and subsequent operational roadmap/s within CSIRO.

The Director HSE will be instrumental in constructing a narrative around the importance of HSE while building a collaborative 'one team CSIRO' approach to meeting HSE obligations – zero harm and a happy, healthy and safe working environment for all!

Stakeholder Engagement

Utilising an engaging and charismatic personality will be a key success factor, enabling the Director HSE to forge and maintain collaborative relationships and partnerships across CSIRO and beyond. The Director HSE will act as the trusted advisor to the CSIRO Board and Executive on all HSE matters, while concurrently working in partnership with CSIRO's senior leaders (and the HSE team) to ensure the successful and consistent implementation of CSIRO's HSE strategy across all business units.

The Director HSE will lead the adoption of a strategic approach in the Health, Safety and Environment Business Unit to support and partner with the CSIRO Business Units to ensure a more effective health, safety and environmental management "one team" approach is adopted.

Health, Safety, Environment Plan

While supporting the delivery of the current HSE Plan, to support the cultural shift to a "one team CSIRO" approach, the Director HSE will have the opportunity to develop the new 4-year HSE plan, ensuring it is contemporary; relevant to CSIRO; considerate of current market trends around HSE; is able to be executed, and is aligned to CSIRO's overarching strategic direction.

The current HSE Plan (2020-24) is focused on enabling CSIRO to achieve its objective of 'demonstrating leadership and care for its people and the environment so that everyone thrives and goes home safely every day'.

Staff Leadership

The HSE Team will operate effectively with a leader who provides a compelling vision; inspirational and empowering leadership and who leads by example.

The HSE team, which sits within the broader People team, partners with all levels of the organisation; coaching, influencing and supporting CSIRO staff and affiliates to make HSE personal to each business unit and person. They provide advice on applicable legislative requirements, the CSIRO HSE Policy and HSE procedures as well as supporting continuous improvement through delivery of future focussed, leading-edge HSE programs that result in significant improvements in CSIRO's risk mitigation; wellbeing and HSE culture.



Duties and Key Result Areas

Key accountabilities:

- Develop CSIRO HSE strategy and related implementation plans.
- Lead the development of a great 'safety culture' across CSIRO, embedding safety as a core pillar of CSIRO's culture.
- Work with senior executives, functional leaders, line managers and HSE professionals to ensure successful and consistent implementation of CSIRO's HSE strategy across all business

units – in essence, continuing to drive a significant strategic and cultural change program across CSIRO.

- Engage with and advise the CSIRO Board and Executive on HSE matters of performance, strategy development and deployment and issues that might impact the organisation's reputation.
- Coach senior executives and line managers on how to successfully lead HSE change and promote HSE accountability within their areas of responsibility.
- Lead, develop, coach and mentor a team of HSE professionals with a broad range of skills and experience, operating across multiple locations and dealing with a broad spectrum of workplace risks, ensuring appropriate capabilities are in place to provide relevant support and guidance.
- Proactively identifying HSE risks faced by CSIRO, proposing approaches to manage these and channelling resources to support agreed actions.
- Ensure that delivery and management of HSE operations is aligned to the evolving needs of the organisation and is optimised.
- Recognition as a trusted advisor to key stakeholders.

Key stakeholders:

- Board, Board People Health & Safety Committee (BPHSC)
- Chief Executive, Executive Team and CSIRO Leadership Team
- Lines of Business (CSIRO Business Units, National Facilities, Commercial Services) and Support leadership teams, HSE Network - leaders and staff
- Relevant external bodies, regulators and agencies, and CSIRO partners and suppliers

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 innovation 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 HSE, People and CSIRO.

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 team to carry out tasks in support of CSIRO's 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.



About You

To be considered for this exciting and impactful leadership role within the People Leadership Team and the HSE Business Unit at CSIRO, we are seeking a strategic, engaging and charismatic Director who brings a deep understanding and experience leading a health, safety and environment department within a complex organisation of similar size and scale to CSIRO. Experience working within both industry and government will be held in high regard.

Your experience has seen you establishing strategies and operationalising these with a visionary approach, coupled with a record of implementing a proactive safety culture.

An engaging leader, you bring strong interpersonal and communication skills with experience forging and maintaining respectful and collaborative relationships with your board, your executive and senior leaders across your organisation as well as your external stakeholders. You are viewed as a trusted advisor, and while at times you may also need to draw upon your strong influencing and negotiation skills to ensure client, stakeholder and organisational objectives are met, you are not viewed as the police of your organisation.

You are also confident and experienced at presenting to the board and executive team.

A transformational change leader, you have demonstrated success leading by example to lift cultural maturity around HSE and to embed HSE into everyday life.

You bring empowering people leadership capabilities and are viewed as an inspirational leader who sets a visionary direction with your teams to focus on a common goal. With the ability to empower

and facilitate positive and collaborative team relationships and the ability to anticipate and resolve complex needs respectfully, you create an environment that focusses on a positive culture and that fosters staff development.

Selection Criteria

Pre-Requisites

1. A willingness and ability to travel interstate and, if required, internationally.

Essential

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

1. Bachelor's degree in environmental health and safety, occupational safety and health, or a related field and / or 10+ years of relevant experience in HSE management.
2. Engaging interpersonal and communication skills.
3. Ability to work independently and as part of a team.
4. Ability to handle multiple priorities and meet deadlines.
5. Demonstrated ability to effectively build strong relationships with staff, external stakeholders and clients at all levels and across boundaries together with superior interpersonal, negotiation and influencing skills.
6. The ability to work effectively in a team environment, collaborate widely both internally and externally, provide guidance to managers and staff and create an environment that fosters staff development.
7. A record of leadership contribution that has led to (or defined) policy direction and strategy.
8. A proven ability to foster effective relationships, using complex influencing strategies to ensure alignment between client or stakeholder needs and organisational objectives.
9. A track – record of anticipating and successfully resolving complex technical, management and administrative issues, which have potential for impact at a strategic level.
10. Demonstrated professional and respectful behaviours and attitudes in a collaborative environment.



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.
- **Judgment 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.

Flexible Working Arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. Talk to us about how this role could be flexible for you. *Work life balance.*

Diversity and Inclusion

We are working hard to recruit diverse people and ensure that all our people feel supported to do their best work and feel empowered to let their ideas flourish.

We are committed to the safety and wellbeing of all children and young people.



Special Requirements

The successful candidate will be required to undertake a National Police Clearance or equivalent as well as other potential background checks. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

Eligibility

Applications for this position are open to Australian / New Zealand Citizens, Australian Permanent Residents or you must either hold, or be able to obtain, a valid working visa for the duration of the specified term.

To Apply

As part of the application process, we ask that candidates provide the following:

- **Curriculum Vitae** – outlining relevant aligning experience and key achievements.
- **Cover Letter or Executive Summary** – outlining the motivation for applying and a high-level snapshot of relevant aligning capabilities and experience. This document should not be longer than two pages.

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**

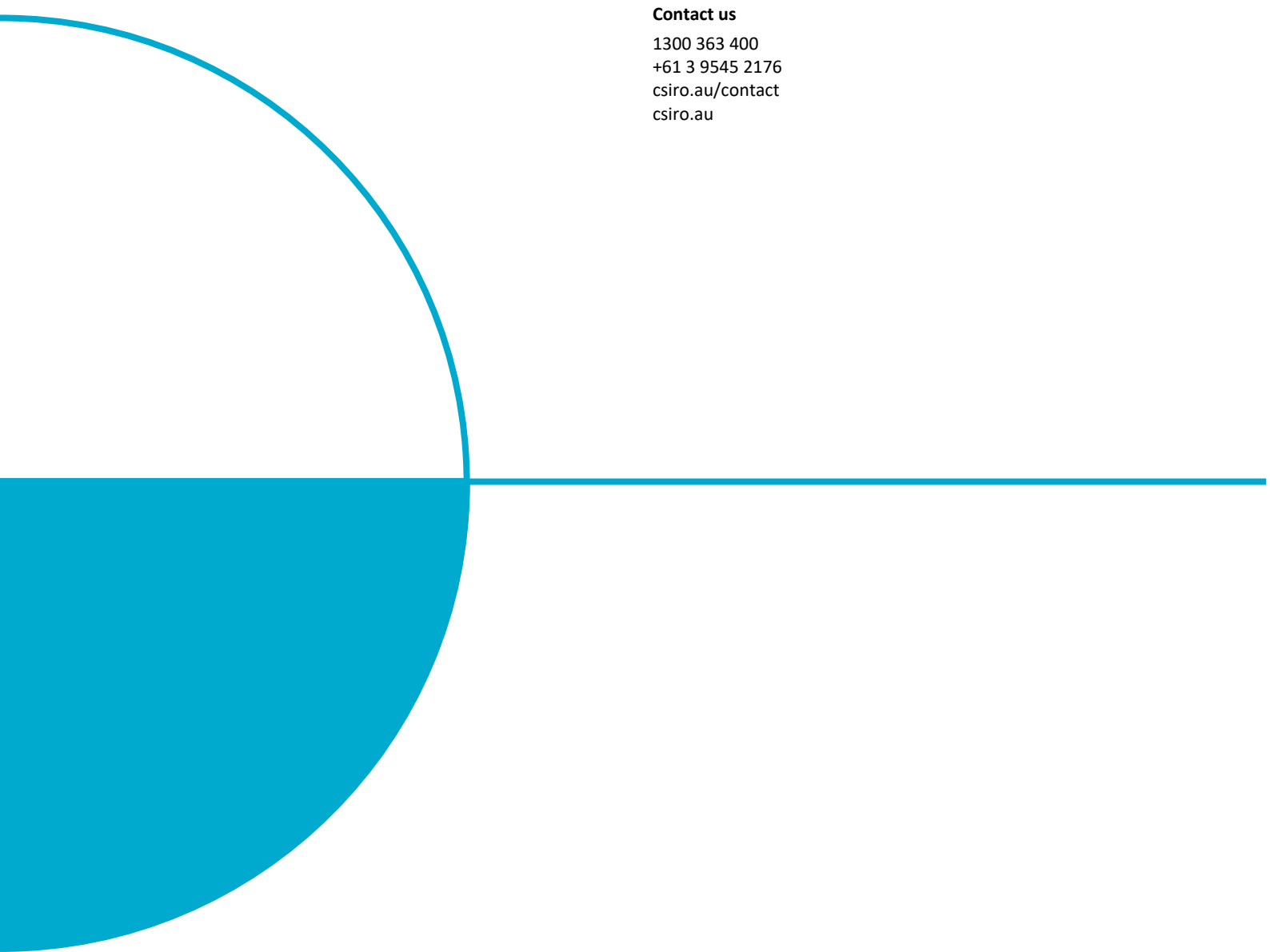
For any questions not answered in this document, please feel free to contact:

Melanie Pecanek
Executive Talent Acquisition Business Partner
0487 373 780
melanie.pecanek@csiro.au

Applications close 11:59pm Australian Eastern Standard Time, 6th August 2023

We encourage early applications as we reserve the right to close the advertising early if we find our desired candidate.

Candidates who demonstrate the closest alignment to the role in their CV and Cover Letter will be invited to attend a screening interview with Melanie, to further discuss their motivation and alignment, ahead of the shortlisting meeting where the Hiring Managers will select those they wish to formally interview in the form of a panel interview.



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CSIRO. Unlocking a better future for everyone.

Contact us

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[csiro.au/contact](https://www.csiro.au/contact)
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