# Position details

## Administrative services- CSOF5

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| The following information is for applicants | |
| Advertised job title | Manager, Strategy Consulting (Agriculture and Food, Health and Biosecurity) |
| Job reference | 100070 |
| Tenure and work schedule | Specified Term of 3 years  Full-time (Part-time considered) |
| Salary range | AU$114,219 - AU$123,605 per annum (pro-rata for part-time)  Plus 15.4% superannuation |
| Location(s) and office arrangements | Melbourne, Sydney, Brisbane  (all hybrid of office + working from home) |
| 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 | Associate Director, CSIRO Futures |
| Client focus – internal | 20% |
| Client focus – external | 80% |
| Number of direct reports | Up to 5 |
| Enquire about this job | Contact Katherine Wynn via email at Katherine.Wynn@csiro.au |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  You will be asked to upload a CV and Cover Letter. Your Cover Letter must address the selection criteria.  If you experience difficulties when applying, please email [careers.online@csiro.au](mailto:careers.online@csiro.au) |

**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).

### Role overview

[CSIRO Futures](https://www.csiro.au/en/Showcase/CSIRO-Futures) is the strategic and economic advisory arm of CSIRO – Australia’s national science agency.

**Why join CSIRO Futures?**

* Work on globally impactful challenges – We work with forward thinking industry and government customers to tackle the world’s most important challenges, including sustainable food production, energy transition, and resilient healthcare systems.
* Unparalleled access to scientific expertise – CSIRO sits at the cutting edge of science and technology. CSIRO Futures has direct access to over 5,000 world leading researchers and technologists to ensure our insights are deeper and more evidence-based than other consultancies.
* Innovate for Australia’s future – We draw on our extensive consulting and quantitative analysis capabilities to identify growth opportunities in existing and emerging industries and develop strategies for how Australia can pursue them.
* Professional development – Beyond CSIRO’s commitment to dedicated learning and development days, the complex and multi-stakeholder nature of CSIRO Futures projects provides significant senior leadership and management experience compared to other consultancies.
* Flexible working arrangements – Our team offers a variety of flexible working arrangements including working from home.

**The position**

CSIRO Futures brings together expert knowledge in science, technology, strategy and economics to help organisations and governments explore emerging opportunities, enabling business growth and competitiveness and industry development.

CSIRO Futures works across four main portfolio areas:

* Agriculture and food
* Health and biosecurity
* Energy
* Critical minerals

Over the past decade, CSIRO Futures has been actively involved in projects that have helped shape the national discussion in these areas. This has included examining Australia’s potential to help meet growing global [protein demand](https://www.csiro.au/en/work-with-us/services/consultancy-strategic-advice-services/CSIRO-futures/Agriculture-and-Food/Australias-Protein-Roadmap), articulating options to reshape Australia’s [food systems](https://www.csiro.au/en/work-with-us/services/consultancy-strategic-advice-services/CSIRO-futures/Agriculture-and-Food/Reshaping-Australian-Food-Systems) to be more sustainable, identifying next generation approaches to [biological management](https://www.csiro.au/en/work-with-us/services/consultancy-strategic-advice-services/CSIRO-futures/Health-and-Biosecurity/Future-of-Biological-Management-in-Australia) to help protect Australia’s natural assets and productive industries, and assessing the potential of [non-animal models](https://www.csiro.au/en/work-with-us/services/consultancy-strategic-advice-services/CSIRO-futures/Health-and-Biosecurity/Non-animal-models) for medical product development.

We are looking for a Manager to lead projects across our Agriculture and Food and Health and Biosecurity portfolios. As a Manager, you will be responsible for leading the delivery of national-scale industry roadmaps, technology strategies and technology scans focussed on the agriculture and food, and health and biosecurity sectors. You will work with and help inform decision makers and leaders in government and industry, providing a structured and evidenced approach that draws on CSIRO’s world leading experts.

### Duties and key result areas

* Lead project delivery teams (typically 2 people) to deliver both national-scale roadmaps and strategic advisory projects, with oversight and support from an Associate Director.
* Contribute to scoping and proposal development for new project opportunities.
* Liaise with clients to determine their needs, tailoring solutions to potentially conflicting requirements and taking personal responsibility for client satisfaction.
* Quickly gather, understand, analyse and synthesise information from disparate sources into detailed, logical, evidence-based insights and conclusions.
* Succinctly and professionally communicate complex business, scientific and technical concepts to senior executives and government decision makers.
* Work collaboratively with colleagues within the team and across CSIRO to reach objectives.
* Actively develop a working knowledge across CSIRO’s science and technology domains.
* 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.
* Adhere to the spirit and practice of CSIRO’s Values, Code of Conduct, Health, Safety and Environment procedures and policy and diversity initiatives.
* Other duties as directed.

## **Selection criteria**

#### Essential

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

1. Undergraduate qualifications in science, engineering, business, commerce, finance or economics or a related field that includes a significant analytical component.
2. Experience providing strategic advice to one or more of the agriculture/food/health/biosecurity sectors, or working within one or more of these sectors in a technology or strategy related role.
3. Experience in autonomously leading small teams on strategic or technical consulting projects that include the gathering, evaluation, analysis and synthesis of a broad range of information to develop robust insights and input into strategic decision making.
4. Experience in generating professional quality client-facing written reports and deliverables that clearly communicate analysis and key insights.
5. Excellent interpersonal, oral communication and presentation skills, including experience in proactively collaborating and consulting with internal and external stakeholders.
6. Ability to demonstrate adaptability, modifying project methodology in real time and being able to justify the change.

**Not sure if you meet all the criteria?**

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don’t let the list discourage you. If you are unsure about applying, please reach out to the contact on page 1 of this document so we can discuss the role further.

## **Required competencies**

* **Teamwork and collaboration:** Cooperates with others to achieve organisational objectives and may share team resources in order to do this. Collaborates with other teams as well as industry colleagues.
* **Influence and communication:** Uses knowledge of other party's priorities and adapts presentations or discussions to appeal to the interests and level of the audience. Anticipates and prepares for others’ reactions.
* **Resource management/leadership:** Sets up and maintains effective and efficient work teams and manages performance and resources, to achieve objectives. Chooses appropriate management strategies and communication styles to maintain high levels of motivation and productivity. Gives feedback for development purposes and provides support and direction for improvement.
* **Judgement and problem solving:** Investigates underlying issues of complex and ill-defined problems and develops appropriate response by adapting/creating and testing alternative solutions.
* **Independence:** Plans, sets and works to meet challenging standards and goals for self and/or others. Recognises where endeavours will make the most impact or difference, decides on desired outcome and sets realistic goals to reach this target.
* **Adaptability:**Copes with ambiguity or situations that lack clarity. Adapts readily to changing circumstances and new responsibilities (which may include activities outside own preferences) in the interests of achieving team objectives. Recognises the need for and undertakes personal development as a result of changes.

**Setting you up for success**

We understand that not everyone works in the same way and sometimes people may require reasonable support and adjustments to perform at their best. Whether related to the recruitment process and or the role itself, this may include options such as providing different methods of communication, flexible hours or physical adjustments to work methods. If you feel comfortable, we encourage you to share any support and adjustments you may need to carry out the inherent requirements of the role. Please let Sheridan Gerrard know via email at [Sheridan.gerrard@csiro.au](mailto:Sheridan.gerrard@csiro.au) if we can help you to equitably participate in our recruitment process or the role itself.

**Life at CSIRO and flexible working arrangements**

We [work flexibly at CSIRO](https://www.csiro.au/en/careers/life-at-csiro/Flexible-work), offering a range of options for how, when and where you work.  We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, [benefits](https://www.csiro.au/en/careers/life-at-csiro/Benefits) and [career development](https://www.csiro.au/en/careers/life-at-csiro/Career-development) opportunities. To learn more, visit [Careers at CSIRO](https://www.csiro.au/en/careers).

We celebrate the uniqueness of our workforce and are committed to creating [diverse and inclusive teams](https://www.csiro.au/en/careers/life-at-csiro/Diversity-inclusion-belonging) where everyone feels they belong. CSIRO is an equal employment opportunity organisation dedicated to recruiting people based on merit, and reflecting the diversity of the community we serve. We recognise true diversity encompasses all ages, nationalities, abilities, cultures, genders, sexualities, faiths, levels of education, diversity of thought and many more aspects of identity. By empowering diverse teams, our community is reflected in the solutions we create.

**CSIRO values**

CSIRO is a values-based organisation committed to values-based leadership.

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| **Value** | **Descriptor** | **Behaviour** |
| **People first** | Our priority is the safety and wellbeing of our people. We believe in, and respect, the power of diverse perspectives. We seek out and learn from our differences. | * Respectful * Caring * Inclusive |
| **Further together** | We achieve more together than we ever could alone. We listen and collaborate, in teams, across disciplines, across boundaries. We embrace ambiguity and use discussion and persistence to generate unique solutions to complex problems. | * Accountable * Authentic * Courageous |
| **Making it real** | We do science with real impact. We thrive when taking on the big challenges facing the world. We take educated risks and defy convention. We celebrate successes and failures and leverage them to learn as we strive to be the force for positive change. | * Partnering * Cooperative * Humble |
| **Trusted** | We’re driven by purpose but remain objective. We fight misinformation with facts. We earn trust everywhere through everything we do. We trust each other and we hold each other accountable. Together our actions drive Australia’s trust in CSIRO. | * Curious * Adaptive * Entrepreneurial |

**Child safety**

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](https://www.csiro.au/en/about/policies/child-safe-policy).

Special requirements

* Appointment to this role is subject to provision of a pre-employment background check and may be subject to other security/medical/character clearance requirements.  
  The successful candidate will undertake a pre-employment background check. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.