# Position Details

## General Management – CSOF7

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| The following information is for applicants | |
| Advertised Job Title | Executive Manager – Innovation System & Foresighting |
| Job Reference | 99209 |
| Tenure | Specified Term of 3 years  Full-time |
| Salary Range | AU$157,833 - AU$174,631 per annum (pro-rata for part-time)  plus up to 15.4% superannuation |
| Location(s) | All CSIRO sites considered |
| 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 | Director Strategy |
| Client Focus – Internal | 50% |
| Client Focus – External | 50% |
| Number of Direct Reports | 2 direct (+2 dotted line) |
| Enquire about this job | Contact Rahul Shaw at rahul.shaw@csiro.au or +61 2 9372 4167 |
| 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).

**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).

### Role Overview

The role of General Management staff in CSIRO is to provide high-level advice to senior managers, usually members of the Executive or Business Unit leaders. This is a leadership role, primarily focused on shaping and guiding CSIRO's long-term strategic direction and ensuring that the organisation remains impactful, competitive, innovative, and efficient.

The Executive Manager for Innovation System and Foresighting plays a key role in influencing, shaping and aligning CSIRO's strategy and institutional design, ensuring the agency is proactive, adaptable, and positioned to respond to changes in the broader research and innovation landscape. The role would be responsible for monitoring changes in the innovation landscape, staying informed about trends, new technologies, research developments, funding shifts, and policy changes; and driving appropriate organisational visibility and use of the information.

### Duties and Key Result Areas

* Monitor trends and shifts across the national and global innovation landscape (such as new technologies, research advancements, funding trends, and policy changes) for organisation-wide use through appropriate synthesis and reporting mechanisms.
* Proactively engage and build networks and relationships with global peers and key stakeholders across innovation systems to identify emerging opportunities for CSIRO to engage with or respond to, ensuring it remains competitive and relevant, and that advances and adapts its role as the national science agency.
* Collaborate with senior leadership and the Board, contributing to and shaping enterprise strategy (e.g. via Board Strategy Day) by offering insights and recommendations based on the latest trends in research and innovation to guide how CSIRO's strategy can adapt to external changes.
* Understand implications on organisational strategy and change programs; guide integration across CSIRO's strategy.
* Manage, mentor and develop a team of strategic insights and analytics professionals, to deliver high-quality system and sector intelligence/analysis for strategy development and delivery (including science quality and portfolio analysis).
* Partner with organisational senior leadership to shape and influence strategic priorities across the organisation, ensuring that unit activities are effectively integrated into organisational strategy.
* Ensure legal, ethical and professional practices together with CSIRO values and Code of Conduct are adhered to.
* 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 and diversity initiatives.
* Other duties as directed.

## **Selection Criteria**

#### Essential

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

1. Relevant degree in conjunction with demonstrated achievement in senior advisory and managerial roles in a relevant domain area, ideally with postgraduate managerial qualifications.
2. Demonstrated experience working at a high-level with industry and research, government and/or business sectors, with an ability to engage and influence stakeholders at all levels - including senior levels.
3. Exceptional communication and stakeholder management skills with strong ability to build valuable networks, connecting and coordinating multi-stakeholder engagements and providing leadership in meetings and workshops to deliver clearly articulated outcomes.
4. A history of establishing and leading cooperative teams, and a record of leadership which encourages new ideas, builds trust and supports the development of emerging skills.
5. Superior ability to foster effective organisational relationships, using complex influencing strategies to ensure alignment between stakeholder needs and CSIRO’s objectives.
6. Superior interpersonal, coaching, systems thinking, communication, negotiation and consultative skills at all levels but particularly in relation to advising and guiding senior business leaders.
7. A track record of innovation and creativity, including demonstrated ability to incorporate and/or promote the inclusion of novel ideas and approaches into strategic projects.
8. Demonstrated history of anticipating and successfully managing complex problems in ambiguous situations.
9. Demonstrated experience in successful project management, including planning, engagement, monitoring and reporting to meet or exceed specified outcomes and timeframes.

## **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.

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.

* National Police Check.
* Ability to be eligible to hold a security clearance at, at least, NV1 level (Desirable)

## **About CSIRO**

We solve the greatest challenges through innovative science and technology. Visit [CSIRO Online](http://www.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