# MNF Facilities Manager

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| Advertised Job Title**:** | MNF Facilities Manager |
| Reference Number**:** | 58904 |
| Classification**:** | CSOF6 |
| Salary Range: | AU$111,663 – AU$130,848 plus up to 15.4% superannuation |
| Location**:** | Hobart, TAS |
| Tenure: | Indefinite |
| Relocation assistance**:** | Yes |
| Applications are open to: | Australian Citizens Only  Australian/New Zealand citizens and permanent residents   * All Candidates |
| Functional Area**:** | Technical Services |
| % Client Focus - Internal: | 40% |
| % Client Focus - External: | 60% |
| Reports to the: | MNF Facilities Program Director |
| Number of Direct Reports: | Two |

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| **Role Overview:** |
| Funded by the Australian Government since 1984, the Marine National Facility (MNF) 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 provided through 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 led by the MNF Facilities Program Director and is responsible for overseeing the delivery of safe, successful and efficient marine research. The MNF comprises of three teams: Science Operations; Facilities; and Governance, Policy and Outreach. 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. Under a Memorandum of Understanding, the Engineering and Technology Program of the CSIRO Oceans and Atmosphere provides 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.  For further information about the Marine National Facility, visit our website at <http://www.mnf.csiro.au/>  **The Role**  CSIRO’s Marine National Facility (MNF) seeks to appoint an experienced and motivated Facilities Manager to lead the Facilities Team. The Team is responsible for managing the contract with the ship management provider and—working closely with multiple teams in the Engineering and Technology Program—for procuring, coordinating maintenance, and ensuring the science readiness of a suite of multi-disciplinary scientific instruments and equipment, including a number of containerised laboratories. The Facilities Manager will work positively and collaboratively across internal and external stakeholder groups to ensure the consistently high performance of the MNF vessel and the scientific assets in support of successful and safe marine science missions. The role will require interstate and, occasionally, overseas travel and there may be opportunity to go to sea as part of providing support more broadly in the MNF. |
| **Duties and Key Result Areas:** |
| **As part of a dynamic and flexible team, with limited direction from the MNF Facilities Program Director, the Facilities Manager will:**   * Oversee the effective and efficient use and ongoing management and maintenance of MNF physical facilities, including the vessel and the associated suite of scientific equipment and instrumentation. * Maintain oversight and high level engagement in the management of the ship contract, through budget development and monitoring, quarterly reporting and performance assessment. * Oversee the implementation and regular review of the Memorandum of Understanding with the Engineering and Technology Program and foster a culture of collaboration and shared goals. * Exemplify and foster a culture of collaboration and team work and proactively develop the team’s ability to work across structural boundaries to achieve program-wide goals. * Allocate Team resources to meet priorities and achieve agreed outcomes. * Provide high quality and timely advice in relation to matters concerning the ship and science facilities to the FPD Director as required. * Oversee the development and implementation of a strategic approach to, and appropriate governance mechanisms for, the management and enhancement of the science capabilities on-board RV Investigator. * Ensure coordination and timely communication of MNF activities on the CSIRO Hobart wharf and represent the MNF on wharf users fora and projects as required. * Supervise, mentor and support staff to achieve high levels of performance and provide opportunities for professional and career development. * Monitor and report on the Facilities Team’s financial performance and project delivery. |

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| **Selection Criteria:** |
| *Under CSIRO policy only those who meet pre-requisite and all selection criteria can be appointed*  ***Pre-Requisites:***   * The ability to obtain a Maritime Security Identification Card. * A willingness and ability to travel interstate and, if required, internationally.   ***Selection Criteria:***   1. Proven leadership in the management of complex research-related programs, science technology operations and/or facilities, requiring harnessing of specialist knowledge and expertise from a range of disciplines and coordination across multiple and diverse groups and competing priorities. 2. Demonstrated experience in high level internal and external stakeholder engagement. 3. Proven ability to establish and maintain effective and efficient work teams through fostering an environment that promotes collaboration, individual responsibility and new ideas. 4. Demonstrated experience in project management, management of budgets and contracts and complex procurement processes and in allocating and monitoring resources to achieve outcomes. 5. **Demonstrated ability to communicate openly and effectively and to adapt your communication style to diverse audience and to build strong relationships with staff, stakeholders and customers at all levels.**   ***Highly Desirable Criteria:***   1. Engineering or Science discipline tertiary qualification. 2. Knowledge of the regulatory and logistic requirements associated with research vessels operations and/or with the deployment of marine-research technology. 3. Hold a current drivers licence.   **CSIRO is a values based organisation. You will need to demonstrate behaviours aligned to our values of:**   1. Integrity of Excellent Science 2. Trust & Respect 3. Creative Spirit 4. Delivering on Commitments 5. Health, Safety & Sustainability   ***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. |

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| **Other Information:** |
| **How to Apply**  Please apply for this position online at [www.csiro.au/careers](http://www.csiro.au/careers). You may be asked to provide additional information (online) relevant to the selection criteria. If so, then responding will enhance your application so please take the time to provide relevant succinct answers. Applicants who do not provide the information when requested may not be considered.  If you experience difficulties applying online call 1300 984 220 and someone will be able to assist you. Outside business hours please email: [careers.online@csiro.au](mailto:careers.online@csiro.au).  **Referees**: If you do not already have the names and contact details of two previous supervisors or academic/ professional referees included in your resume/CV please add these before uploading your CV.  **Contact:** If after reading the selection documentation you require further information please contact:  Barbara Mussovia email: [Barbara.musso@csiro.au](mailto:Barbara.musso@csiro.au) or phone: +61 3 6232 5379  Please do not email your application directly to Matt Kimber. Applications received via this method will not be considered.  **About CSIRO**  Australia is founding its future on science and innovation. Its national science agency, 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, business and communities across the nation.  Find out more! [www.csiro.au](http://www.csiro.au).  **CSIRO Marine National Facility**  The Marine National Facility operates Australia’s only blue-water research vessel dedicated to marine research throughout Australia’s vast ocean territories.  Find out more! <http://www.mnf.csiro.au/> |