# Talent and Succession Manager

Role summary for potential applicants

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| Advertised Job Title**:** | Talent and Succession Manager |
| Reference Number**:** | 58756 |
| Classification**:** | CSOF6 |
| Salary Range: | AU $111K to AU $130K plus up to 15.4% superannuation |
| Location**:** | Negotiable |
| Tenure: | 3 Year Term |
| Relocation assistance**:** | Will be provided to the successful candidate if required. |
| Applications are open to: | Australian Citizens, Temporary\* and Permanent Residents Only  *\*For Specified Term positions, we will accept applications from Temporary Residents with working rights for the length of the term, who do not require sponsorship.* |
| Functional Area**:** | Administrative Services |
| Reports to the: | To be advised |
| Number of Direct Reports: | 0 |

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| **Role Overview:** |
| The Talent Manager is a newly created role that will join the People team’s Specialist and HR Business Partners in achieving a step change in CSIRO’s talent and succession management. The Talent Manager will work collaboratively to implement an integrated approach to succession planning for the whole of CSIRO.  We consider our approach to talent and succession to be a potential differentiator of organisational performance which will support us to realise our cultural and strategic aspirations including “people first”. In this role you will enhance our talent and succession approach and coordinate the implementation of this across our lines of business. You will partner with other specialists such as Recruitment, Learning & Development and HR Business Partners to ensure an integrated approach.  You’re an experienced talent specialist, consultative in your approach, and you can influence and challenge leaders and specialists to adopt new approaches. You will provide innovative ideas and solutions in the area of talent management and succession. You have a proven track record transforming talent and succession practices in complex and challenging environments. |

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| **Duties and Key Result Areas:** |
| The successful candidate will support a step change in our talent and succession planning practices by working with and through others to implement an integrated approach to ensure an agile succession pool for a variety of future workforce requirements. Our talent and succession approach will be tightly linked to the development of CSIRO’s rolling strategy to identify and prototype future capabilities and roles.  Our CSIRO Leader Model will inform the attributes desired in our pipeline and our approach will seek to diversity our talent pool and ensure earlier identification/support of potential future leaders. The changes to our approach will be adopted in a staged approach over the next 12-18 months and be subject to evidence based evaluation and refinement.  The Talent Manager will build strategic partnerships to ensure adoption of the integrated talent management and succession planning approach. They will collaborate withspecialists across the People Function to ensure our talent and succession approach is refined and deployed across our lines of business The Talent Manager will partner with a range of specialists such as Recruitment, Strategy, HR Business Partners, Learning & Development and our Student & Early Career Researchers office to ensure a coordinated and consistent approach across initiatives supporting our people. In the immediate term the focus of the role is on systems and integration.  The Talent Manager will support our leaders and Business Partners with specialist advice and education, resource materials and systems across a range of succession and talent management issues. They will influence key decision makers in regard to our approach, risks and issues. They will take an evidence based approach to continuously improve our methods, actively seeking feedback and using data and analytics to generate improved solutions.  The succession appointee will be able to deploy skills in systems thinking, change management and project management to deliver a comprehensive program of work. They will have a demonstrated track record in establishing internal and external partnerships to deliver results working through others. The appointee will join CSIRO’s People team and will have the opportunity to be part of a supportive network focussed on ensuring a workplace experience and culture that supports CSIRO’s purpose.  The Talent Manager will promote and adhere to the spirit and practice of CSIRO’s Values, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals. They will contribute to other duties and will be required to travel interstate travel, as necessary. |

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| **Selection Criteria:** |
| *Under CSIRO policy only those who meet all essential criteria can be appointed*  ***Pre-Requisites:***   1. **Education/Qualifications:** Tertiary qualifications in human resource management, organisational development or business management (or an equivalent e.g. AHRI Certification) OR extensive knowledge of and experience within a human resources environment. 2. **Influence:** A successful track record of engaging effectively with diverse stakeholder groups, excellent written and oral communication skills, and the capacity to identify and influence critical stakeholders to gain support for new approaches/ideas. 3. **Behaviours:** A history of professional and respectful behaviours and attitudes in a collaborative environment.   ***Essential Criteria:***   1. Evidence of leadership in developing and implementing strategic talent and succession management approaches and systems within a complex multi-business organisation. 2. Demonstrated ability to influence, advise, support and collaborate with a range of stakeholders including senior business leaders, human resources and organisational development specialists and practitioners on a range of succession and talent approaches and processes. 3. Experience in supporting and contributing to dispersed leadership teams and a track record of success implementing new approaches and systems that support the organisation’s strategy. 4. Demonstrated ability to problem-solve, work effectively with ambiguity, utilise sound research and evaluation techniques, and deliver timely and high quality work. 5. Demonstrated ability to use data and analytics to promote and influence best practice and to provide information to influence key decision makers.   **Special Requirements:**   * Ability and willingness to undertake regular interstate travel. * Willingness to work across time zones   **As Australia’s Innovation Catalyst, CSIRO has strategic actions underpinned by behaviours aligned to**:   * Excellent science * Our People * Health, safety & environment * Adaptiveness   **In your application and at interview you will need to demonstrate alignment with these behaviours.** |

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| **Other Information:** |
| Please apply for this position online at <https://www.csiro.au/Careers> and enter requisition number **58576**. Internal applicants please apply via ‘Jobs Central’ in SAP (click ‘Recruitment’)  Please load one document (Maximum 2MB) containing your CV and a brief cover letter which outlines your experience as relevant to the role and your motivations for applying You may also be required to respond to some screening questions.  Where text responses are required, to avoid being timed out of the system we recommend that you prepare your responses off line and paste them into the appropriate spot prior to submitting your application.  If you experience difficulties applying online call 1300 984 220 for assistance. Outside Australian business hours please email: [csiro-careers@csiro.au](mailto:csiro-careers@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:  Danielle McNicolvia email: [danielle.mcnicol@csiro.au](mailto:danielle.mcnicol@csiro.au) or phone 03 9545 8036  *Please do not email your application directly to Danielle McNicol. Applications received via this method will not be considered.*  **About CSIRO**  At CSIRO, we do the extraordinary every day. We innovate for tomorrow and help improve today – for our customers, all Australians and the world.  Our innovations contribute billions of dollars to the Australian economy every year. As the largest patent holder in the nation, our vast wealth of intellectual property has led to more than 150 spin-off companies.  With more than 5,000 experts and a burning desire to get things done, we are Australia’s catalyst for innovation.  CSIRO. We imagine. We collaborate. We innovate.  **CSIRO People** provides support and leadership on people issues to leaders and staff across CSIRO. Our goal is to develop high performing teams working across boundaries.  Find out more at [www.csiro.au](http://www.csiro.au).  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.  Find out more! [CSIRO Balance](https://www.csiro.au/en/Careers/A-great-place-to-work/Work-life-balance) |