# Position Details

## General Management – CSOF7

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| The following information is for applicants | |
| Advertised Job Title | Executive Manager – Organisational Effectiveness |
| Job Reference | 67116 |
| Tenure | Specified Term of 3 years (Full-time) |
| Salary Range | Attractive remuneration package negotiable |
| Location(s) | Negotiable (Canberra, Sydney, Melbourne or Brisbane preferred) |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian & New Zealand citizens and permanent residents. * Australian temporary residents who have full work-rights for the duration of this contract (ie. do not require visa sponsorship). |
| Position reports to the | Director, Organisational Development |
| Number of Direct Reports | TBA |
| Enquire about this job | Chris Bordin via email at: [Chris.Bordin@csiro.au](mailto:Chris.Bordin@csiro.au) |
| 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. |

### Role Overview

CSIRO’s People function brings together five key areas of strategic impact, these are Health, Safety and Environment; Human Resources; Organisational Development; Talent; and Workforce Strategy and Analytics. The Executive Manager – Organisational Effectiveness sits within the CSIRO’s People function, reporting to the Director – Organisational Development, and is critical to the delivery of CSIRO’s people strategy.

This exciting, newly created role works across the People function in an integrated manner, seeking input, sharing ideas and providing strategic input into People priorities.  In this role you will provide strategic leadership expertise in organisational effectiveness and contribute to the overall leadership across the People function in line with our core purpose.  You will apply your expertise to build an integrated CSIRO cultural strategy and plan that brings together cultural, engagement, organisational change and organisational design levers to create the visionary CSIRO for the next 100 years.

Success in this position will be defined by the building of an innovative, agile and diverse high-performing team who are clear on the culture strategy and deliver high quality research outcomes for the nation. You will use a deep data-led understanding of CSIRO’s culture and be able to articulate where we need to be, and the drivers required to get there. Through the leverage and integration of the different disciplines across Organisational Development, you will ensure a pragmatic approach to improving cultural outcomes that can be clearly measured.

### Duties and Key Result Areas:

* Leading the design, development and iteration of CSIRO’s culture strategy and planning outlining priority interventions.
* Through strong partnership, overseeing and governing the implementation, embedding and evolution of interventions, adjusting the course as required.
* Ensuring fit for purpose tools and methodologies of culture, engagement, organisational development, design and change to enable realisation of the desired culture.
* Ensuring the Culture strategy is integrated with respective strategies across Leadership, Capability, Talent, Diversity and Inclusion, and the CSIRO People Experience.
* Sharing strategic expertise across culture, organisational development, design and change disciplines and develop the professional skills of others, primarily across the People function to ensure we build expertise and capability.
* Support the Director with the introduction of new perspectives/directions to address long-standing organisation-wide problems.
* Use a data driven approach to develop deep insights.
* Communicate openly, effectively and respectfully with all people, customers 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 Code of Conduct, Health, Safety and Environment plans and policies, Diversity initiatives and Zero Harm goals.
* Under broad guidance, fulfil a leading role in planning and allocating resources, often as a member of the Business Unit Management Team.
* Provide high-level strategic advice to the Executive, Directors and/or Research Directors concerning Business Unit and/or organisational issues, influencing organisational and/or Government decisions.
* Work collaboratively as part of a multi-disciplinary, often regionally dispersed research team, and business unit to carry out tasks in support of CSIRO scientific and strategic objectives.

## **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.

## **Selection Criteria**

#### Essential

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

1. A tertiary qualification in Organisational Psychology or related discipline, in conjunction with demonstrated achievement in advisory and managerial roles.
2. A strong track record of effectively initiating and implementing organisational change.
3. Proven ability to work effectively in an ambiguous and constantly changing environment and deliver outcomes.
4. A strong history of establishing and working effectively in teams, and a record of leadership which encourages new ideas, builds trust and provides support for the development of emerging skills, including influencing staff in observing corporate and professional standards.
5. Demonstrated expertise as a trusted adviser, fostering effective client relationships, and ensuring alignment between client needs and CSIRO’s research objectives.
6. A significant record of innovation and creativity plus the ability and willingness to incorporate and/or promote the inclusion of novel ideas and approaches into the Organisation.
7. A strong history of establishing and working effectively in teams, and a record of leadership which encourages new ideas, builds trust and provides support for the development of emerging skills, including influencing staff in observing corporate and professional standards, acting as trusted advisers, fostering effective client relationships, and ensuring alignment between client needs and CSIRO’s strategic objectives.

Special Requirements

The successful candidate will be asked to obtain and provide evidence of a National Police Check or equivalent. Please note that people with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

## **About CSIRO:**

We solve the greatest challenges through innovative science and technology. To find out more visit us [online](http://www.csiro.au/)!