# Position Details

## General Management – CSOF8

|  |  |
| --- | --- |
| The following information is for applicants | |
| Advertised Job Title | Director CSIRO Education and Outreach |
| Job Reference | 70381 |
| Tenure | 3 years term |
| Salary Range | Attractive Remuneration package will be offered |
| Location(s) | Sydney, Melbourne, Brisbane or Canberra preferred, other major cities also considered |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Australian/New Zealand Citizens and Australian Permanent Residents Only |
| Position reports to the | Director CSIRO Services |
| Client Focus – Internal | 50% |
| Client Focus – External | 50% |
| Number of Direct Reports | 5 |
| Enquire about this job | * Contact Karen Rodrigues via email via email at karen.rodrigues@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

One of CSIRO’s 4 key strategic objectives is to mobilise and develop the best talent for the benefit of Australia – we do this by promoting science, technology, engineering and maths (STEM) capability, development and education[[1]](#footnote-1). The Director CSIRO Education and Outreach, (CSIRO Education & Outreach) drives the achievement of this objective, leading a team of over 80 staff that aims to lift Australia’s capacity and capability in STEM by providing impactful STEM programs and resources for teachers, students, and the wider community.

CSIRO Education & Outreach delivers a range of high impact national STEM programs that help build the STEM pipeline for Australia, reaching hundreds of thousands of students and thousands of teachers each year. Successful delivery these programs requires a strongly collaborative and highly networked senior leader who will lead CSIRO’s interaction with the education sector in Australia and with key industry, government and community stakeholders.

CSIRO Education & Outreach is one of the 5 businesses within the CSIRO Services Business Unit. CSIRO Services connects society, communities, government and industries to science to improve innovation performance, collaboration and to solve some of the most pressing problems for Australia. The other 4 businesses within CSIRO Services are: SME Connect, Infrastructure Technologies, Publishing and Futures. Each of these businesses are market-facing and operated on a commercial basis.

### Duties and Key Result Areas:

* Deliver a highly professional, customer focussed education business aligned to CSIRO’s strategy.
* Build CSIRO Education & Outreach’s functional capability by leading and developing a professional team. Foster innovation in the team and a culture where staff can reach their full potential, undertaking coaching, mentoring and development, performance management and issues management.
* Collaboratively build and maintain extensive networks internally and externally to CSIRO and foster partnerships, pursuing opportunities for expansion and growth for CSIRO Education & Outreach.
* Use your understanding of CSIRO’s business and knowledge of the educational industry sector to identify and exploit opportunities of strategic significance, including the development of new business and negotiating complex deals for new and developing programs.
* Be responsible for providing high-level strategic and tactical advice for CSIRO Education & Outreach, managing organisational compliance with legal and statutory responsibilities with significant organisational implications.
* Represent CSIRO Education & Outreach on behalf of CSIRO with external stakeholders (including federal and state governments, education forums, corporations and philanthropic organisations) to provide advice and to promote CSIRO’s education capability to ensure the CSIRO is well placed to meet its objectives.
* Contribute as a member of CSIRO Services’ Leadership Team, and be able to lead, cross-functional task forces/policy bodies and committees to provide and gain a broader corporate perspective.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
* Other duties as directed.

## **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:** Contributes to or defines Business Unit / organisational policy directions, strategic planning and operationalises the vision for staff and gains commitment to the direction chosen. Plans, seeks, allocates resources and monitors to achieve outcomes. Adopts a mentor role.
* **Judgement and Problem Solving:** Resolves major conceptual scientific, technical, commercial or management problems, which have a significant impact upon the field of research, professional function, the Business Unit or the Organisation. Situations faced have little or no precedent and require original concepts and approaches.
* **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. Deep knowledge and experience in the education industry with high level business acumen, supported by relevant tertiary degrees in Education, Science or Business.
2. Demonstrated ability to deliver large-scale programs professionally and successfully.
3. Demonstrated ability to lead and manage high performance teams creating a culture that encourages new ideas, fosters innovative problem solving, continuous improvement and knowledge sharing.
4. A strong record of leadership which builds trust and provides support for the development of emerging skills, including providing coaching and mentoring, influencing staff in observing corporate and professional standards.
5. Capability to provide high level strategic leadership, encompassing innovative strategic planning and implementation, calculating risk, problem solving and effective resource management.
6. Demonstrated ability to build and maintain high trust, respected and collaborative working relationships across a wide range of disciplines at all levels of the organisation and with external stakeholders within a complex and ambiguous environment to achieve a successful outcome.

## **Desirable:**

1. Experience working in a scientific or research organisation

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.
* This role has child safety obligations. Accordingly, the successful candidate will be required to obtain or provide evidence that they hold a working with children check prior to confirmation of appointment.

## **About CSIRO:**

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

Find out more about [CSIRO Education and Outreach](https://www.csiro.au/en/Education)

1. See <https://www.csiro.au/en/About/Strategy-structure/Corporate-plan> [↑](#footnote-ref-1)