# Position Details

## General Management – CSOF8

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| The following information is for applicants | |
| Advertised Job Title | Director, Canberra Deep Space Communication Complex (CDSCC) |
| Job Reference | 70332 |
| Tenure | Specified Term of 3 years - Full-time |
| Salary Range | Attractive salary package is negotiable |
| Location(s) | Tidbinbilla, ACT |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | Australian and international applicants are welcomed |
| Position reports to the | Director, CSIRO Astronomy & Space Science |
| Client Focus – Internal | 30% |
| Client Focus – External | 70% |
| Number of Direct Reports | 4 |
| Enquire about this job | Contact Helena Hink via email at [Helena.Hink@csiro.au](mailto:Helena.Hink@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. |

### Background

Under an Agreement between the Australian and United States Governments, CSIRO has management responsibility for activities of National Aeronautics and Space Administration (NASA) in Australia. The principal activity is the operation of the Canberra Deep Space Communication Complex (CDSCC) located at Tidbinbilla, some 40 km from Canberra. CDSCC is one of three similar complexes that together with the Network Operations Control Centre at the Jet Propulsion Laboratory (JPL) in Pasadena, USA constitute NASA’s global Deep Space Network (DSN). JPL manages and operates the DSN for NASA.

Currently supporting over 30 missions, CDSCC ensures that the critical science obtained by robotic spacecraft throughout the solar system is communicated back to Earth. CDSCC had played major roles in NASA’s highest profile missions, including Voyager I and II, Cassini, New Horizons and Mars Science Laboratory (Curiosity).

### Role Overview

The Director, CDSCC, will report to the Director of CSIRO Astronomy & Space Science (CASS)

The Director will provide leadership, managerial, and engineering oversight of the CDSCC, ensuring that all NASA’s mission support requirements for the DSN are met. The Director will also drive change at the CDSCC as operational activities are developed and facilities are improved over time. This position requires close liaison with NASA and its related organisations, including the Jet Propulsion Laboratory (JPL) that manages and operates the DSN for NASA.

The Director will, in consultation with the Director of CASS, manage the relationships with various Commonwealth Government departments and agencies that are necessary in order to obtain services or coordinate activities impinging on CDSCC operations. Some interaction with the news media may be required as space missions supported by CDSCC often draw media interest.

As a member of the CASS Executive Team, the Director, CDSCC will contribute to the overall management and strategic direction of CSIRO Astronomy and Space Science and work with the broader CSIRO team to achieve CDSCC’s goals.

### Duties and Key Result Areas:

The Director will, through the CDSCC Management Team and, when appropriate, with relevant CSIRO corporate support functions:

* Operate CDSCC as a reliable site of the NASA Deep Space Network, enabling NASA’s missions.
* Maintain a close and productive relationship with JPL and NASA to ensure that CDSCC aligns with NASA’s requirements.
* Attract, develop and retain world class talent which meets current and future needs.
* Develop and implement the annual operating budget of approximately $20 million, in addition to separately allocated funds for major Construction of Facilities projects.
* Manage CDSCC’s engineering development tasks and capital works to provide future Deep Space Network capabilities.
* Regularly review or develop, as required, procedures specific to CDSCC whilst ensuring compliance with broader CSIRO Policies and Procedures.
* Identify areas in which the combined capabilities of CDSCC and colleagues elsewhere within CSIRO might benefit from greater collaboration.
* Introduce new perspectives and directions to address new opportunities and long-standing challenges.
* 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. Relevant engineering or science degree in conjunction with demonstrated achievement in senior leadership and managerial roles.
2. Broad experience and understanding of the technologies and functions associated with telecommunications and an appreciation of the unique attributes required for spacecraft communications.
3. Extensive experience in engineering management and customer-focussed facilities maintenance and operations.
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
5. Demonstrated ability to develop and implement strategy that meets both current and emerging challenges.
6. Experience in leading change management initiatives with demonstrated success in the implementation of cultural change.
7. Proven ability to work effectively at a senior leadership level and build relationships, trust and confidence with stakeholders (both internal and external) and with employees.

## **Desirable:**

1. Experience at a spacecraft communication facility.
2. Excellent practical business operational knowledge.

Special Requirements

* The successful candidate will have a verifiable background that would lead to an Australian Negative Vetting 1 security clearance or equivalent; the specific approval of US government agencies to the appointment may also be required.
* The successful candidate will need to have access to information provided under technical assistance agreements between CSIRO and United States agencies and organisations. If you are a national or citizen of a country other than Australia, it may be necessary to obtain the specific approval of US government agencies to access the information in order to perform the duties. This approval may also be required if you are assessed as having substantive contacts with countries specified in the US Export Trade Regulations.

## **About CSIRO:**

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

CSIRO is a values-based organisation.  In your application and at interview you will need to demonstrate behaviours aligned to our values of:

* 1. People First
  2. Further Together
  3. Making it Real
  4. Trusted