



Australian Research Council (ARC)

Director – Data and Innovation

Classification	EL2	Job Reference No.	ARC22-073
Branch	ICT Services	Section	Data and Innovation
Location	Majura Park, Canberra Airport	Employment Type	Ongoing / non-ongoing
Salary	\$128,849 - \$140,287	Work arrangement	Full time / Part-time
Closing date	11:59pm, Sunday, 25 September 2022	Agency Information	www.arc.gov.au
Contact Officer	Peter Conn, Chief Information Officer by email Peter.Conn@arc.gov.au or by phone 6287 6781		
Eligibility Requirements	<ul style="list-style-type: none">• Must be an Australia citizen• Undergo ID verification check• Undergo a Police Check• Currently holds or has the ability to obtain a Commonwealth security clearance to Baseline level.		
Qualifications	No mandatory qualifications needed, although experience in a similar position within an APS environment would be highly desirable.		
How to apply	<p>Write a pitch and tell us why you are the right person for the job. We want to know why you are interested in the role, what you can bring to the ARC, and how your skills, knowledge, experience and qualifications are applicable to the role. In a nutshell – why should we hire you? (Maximum Words: 1000).</p> <p>Your application must include a Job Application Cover Form, written pitch and your resume.</p> <p>Please see the 'How to Apply' section on our careers web page for the template.</p> <p>Please consider the APS Work Level Standards when submitting your application.</p>		

About the Position

The **Director, Data and Innovation** role sits within the ICT Services Branch and will lead the newly established Data and Innovation section, reporting to the Chief Information Officer. The Director, Data and Innovation will be responsible for establishing and uplifting the ARC's enterprise data capability and supporting the ARC to unlock the potential of its data and drive an innovative and data-led culture.

The Director will provide leadership and technical expertise to the Data and Innovation section and be responsible for establishing the section's structure and processes to deliver the enterprise reporting, data governance and data capability functions and promote a data-driven culture. This role is a unique opportunity to drive, design and deliver policies, frameworks and infrastructure to uplift the ARC's data capability.

Duties and Tasks

The Director, Data and Innovation is responsible for:

- Establishing and leading a section to design and deliver policies, frameworks and infrastructure to uplift the ARC's data analytics capability
- Leading the design of principles and techniques for collecting, organising, interpreting and presenting quantifiable data, and the production of statistical reports and analyses

- Overseeing the delivery of quality data support and services across the ARC, including data analytics projects or project components
- Supporting the Chief Information Officer and the ARC in delivering strategies to improve data maturity
- Managing relationships with business areas to ensure the section understands business requirements and can translate business needs into enduring solutions
- Supervising, guiding and developing team members and building team capacity through coaching, performance feedback and encouraging career development
- Having a strong strategic focus as part of the ICT Services leadership team. You will be required to work under broad guidance and set strategic plans for the section to work toward
- Contributing to the achievement of organisational objectives, business and operational plans.

Required Skills and Knowledge

In this role, you will require:

- Expertise across a range of data analytics methods and tools with an understanding of principles and issues
- The ability to think innovatively and establish effective new structures and processes
- The ability to motivate and empower people to achieve outcomes beneficial for the individual and the team
- Excellent communication skills in all forms and the ability to have difficult conversations when required
- Excellent coaching and mentoring skills to develop staff within the section
- The ability to assess risk, take a risk-based approach to decision making and commit to action
- Familiarity with data tools such as Visual Studio/SQL Server and Power BI.

Our Ideal Candidate

You are innovative and think 'outside of the box' to find solutions to complex challenges and can establish new structures and processes to achieve outcomes.

You have excellent interpersonal skills, utilising a friendly and professional manner. You are a motivated individual with a strong work ethic. You are very well organised, strategically focussed and continually seek improvements in processes, challenging the notion of the 'status quo'.

You adapt flexibly to change and remain calm under pressure to meet tight deadlines. You demonstrate sound judgement and exercise initiative. You are an excellent communicator and people manager who can motivate staff and build a high performing culture to deliver on the branch and agency's requirements for excellent customer service and support.

You have high standards, commitment to integrity and always comply with APS Values and government processes and procedures, and champion these behaviours to others.

Diversity and Inclusion

We welcome applications from candidates with diverse backgrounds including but not limited to Aboriginal and Torres Strait Islander peoples, people who identify as LGBTIQ+, people with a disability, and people from a culturally and linguistically diverse backgrounds.

The ARC expects all staff to understand workplace diversity, workplace participation, a safe working environment and access and equity principles, and to promote these principles in the development and implementation of policies and programs.

For further information about our Agency and what we offer, please refer to the [ARC Website](#)