

Selection Documentation

Assistant Director General

Operational Technology Branch

SES Band 1

ASIS is Australia's overseas secret intelligence collection agency. Its mission is to protect and promote Australia's vital interests through the provision of intelligence services as directed by the Government. Its work can involve collecting intelligence relating to national security, international relations and economic issues. It also contributes to Australia's coordinated national efforts against terrorism, proliferation of weapons of mass destruction, and trans-national issues such as people smuggling.

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander People, women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds.

Role

As Assistant Director General (Operational Technology) you will be expected to provide strategic leadership for the design, production and employment of operational technology solutions for ASIS. You will be expected to be a leadership voice within ASIS, providing advice and vision for the use of technology within operations. Working closely with the Chief Information, Chief Data and Chief Technology Officers, you will have an appreciation of capability development and sustainment and be able to make complex risk decisions both on program management and employment of technology solutions.

You will lead and oversee engagement across the National Intelligence Community, Industry and with international partners. You will be able to foster and sustain strong relationships and lead a culture of inclusivity and respect. Holding a leadership position within ASIS, Australia's foreign intelligence service, you will have a good appreciation of Australia's geo-strategic circumstances and the complexity of providing ASIS a technological edge in pursuit of its objectives. You will make a major contribution to the management and leadership of ASIS, the Australian Government's unique provider of human intelligence services.

The position is Canberra based, with conditions of service similar to those in the Australian Public Service, including superannuation. The successful candidate will be required to obtain and maintain the highest level security clearance and Australian citizenship.

Key Responsibilities and Tasks

- Provide leadership and strategic direction
 - Ensure effective and timely executive decision-making through the management of key organisational governance mechanisms
 - Commitment to and promotion of the ASIS Values
 - Participate actively in the ASIS Senior Leadership team
- Maintain key stakeholder relationships and represent the organisation at cross-agency, and international levels
 - Establish strategic relationships across the NIC and other government agencies to enable effective development of whole-of-government approaches to intelligence priorities

- Ensure the effective management of organisational risk through people and resources
 - Ensure strong, transparent and well-communicated governance and risk management systems operate to examine and mitigate organisational risks
- Delivery of Operational Technology to the organisation
 - Oversee service delivery for ASIS's operational technology systems
 - Ensure business continuity and security of ASIS's operational technology systems
 - Oversee Operational Capability Development teams
 - Provide leadership on the use of technology within operations
- Champion the continuous improvement of an innovation culture within ASIS
 - Manage and implement major operational technology projects
 - Maintain accountability for program outcomes

Core Skills

The following is an overview of skills required to succeed in the role:

- Excellent written and oral communications skills
- Proven record of leading diverse teams
- Demonstrated outcomes leading change and complex work programs
- An appreciation of how technology enhances, supports or delivers intelligence outcomes.

Education, qualification and experience requirements

- Significant industry / government experience in technology roles with a proven track record for achieving high-quality outcomes at both strategic and tactical service delivery levels
- Experience in, or familiarity with, intelligence operations
- Formal technology related qualifications, preferably at post-graduate level

Capabilities

Candidates are not required to provide a separate written response to the ILS capabilities (below); however, candidates are encouraged to consider the capabilities in preparing their application, as each candidate will be assessed on their ability to demonstrate behaviours aligned to the capabilities for the position.

For more information on the ILS, tips on applying for jobs in the Public Service, go to the APSC website found at www.apsc.gov.au.

Shapes strategic direction

- Inspires a sense of purpose and direction;
- Focuses strategically;
- Harnesses information and opportunities; and
- Shows judgment, intelligence and common sense

Achieves Results

- Builds organisational capability and responsiveness;
- Marshals professional expertise;
- Steers and implements change and deals with uncertainty; and
- Ensures closure and delivers on intended results.

Cultivates Productive Working Relationships

- Nurtures internal and external relationships;
- Facilitates co-operation and partnerships;
- Values individual differences and diversity; and
- Guides, mentors and develops people.

Exemplifies Personal Drive and Integrity

- Demonstrates public service professionalism and probity;
- Engages with risk and shows personal courage;
- Commits to action;
- Displays resilience; and
- Demonstrates self-awareness and a commitment to personal development.

Communicates with Influence

- Communicates clearly;
- Listens, understands and adapts to audience; and
- Negotiates persuasively.

Job Specific Requirements

Demonstrated experience and education relevant to the role.

Applicant Instructions:

To APPLY, please submit an application ONLINE via the website. Please contact 62611849 if you would like to submit a classified application.

Candidates are required to submit a maximum 800 word pitch outlining their skills and experience for the role on offer along with a comprehensive resume detailing their work history.

APPLICATIONS CLOSE: Monday, 10 October 2022

What Happens Next?

Please do not tell anyone about your application with our organisation at this stage of the process as doing so may harm your suitability for employment with us.

You may be contacted via SMS regarding the next stage of the process.

A merit list will be established for candidates who are suitable and will remain valid for a period of 12 months.

We thank you for the time and effort you have put into your application; however we are unfortunately unable to provide feedback to unsuccessful candidates.