

POSITION DESCRIPTION

Position Title:	Senior Manager, Nuclear Security
Cluster / Business Unit / Division	Nuclear Safety, Security and Stewardship Division
Section or Unit:	Nuclear Security & Nuclear Safeguards
Classification:	Band 8
Job Family:	Security and Intelligence
Position Description Number:	PD-2226
Work Contract Type:	Professional/Manager
STEMM/NON-STEMM:	Non-STEMM

POSITION PURPOSE

The primary objective of the Senior Manager, Nuclear Security is to ensure ANSTO meets its security obligations to protect our people, information, assets and reputation in order to sustain ANSTO's ability to tackle complex problems and deliver outcomes.

The Senior Manager Nuclear Security has first line management responsibility for the day-to-day aspects of the nuclear security system, ensuring the effective integration of all security functions across personnel, governance, physical and information domains to meet enterprise and regulatory requirements. Reporting to the Chief Security Officer (CSO), the Senior Manager, Nuclear Security is responsible for the Nuclear Security system taking into account the Australian Government's unique nuclear and radiological regulatory requirements, Protective Security Policy Framework (PSPF) and international best practice.

ORGANISATIONAL ENVIRONMENT

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

The Nuclear Security and Safeguards Division administers the nuclear security system at ANSTO, provides for the general security of the Organisation and the additional requirements to secure nuclear material and radioactive sources in the Organisation's control. ANSTO's strategy includes the Nuclear Security & Nuclear Safeguards as one of the organisational imperatives. ANSTO's security management is planned and implemented to protect our people, information, assets and reputation from harm caused by malicious acts, with emphasis on preventing misuse of nuclear and other radiological material.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

The Senior Manager Nuclear Security is to lead and manage the day-to-day aspects of the security system, ensuring the effective integration of all security functions across personnel, physical and information domains to meet enterprise and regulatory requirements.

The key accountabilities for this position include:

- Overall responsibility and operational management of integrated protective security arrangements, including physical, personnel, governance, and information security operations across ANSTO.
- Ensuring the security system is operating effectively to meet the security objectives outlined in the ANSTO Nuclear Security and Nuclear Safeguards Policy, ANSTO Security Plan and other subordinate documents.

- Ownership of the protective security assets maintaining a current Physical Security Asset Management Plan.
- Managing stakeholder relationships across the organisation ensuring effective security outcomes are achieved in line with organisational priorities and strategies.
- Lead the design and implementation of security systems for capital projects through the ANSTO Security Construction methodology framework.
- Primary security risk control owner, responsible for identifying and managing all security risks facing the organisation, ensuring the enterprise security risk register and security risk profile is regularly reviewed
- Analysing security events and monitoring developing trends to ensure the security system and risk controls are responsive to developing issues.
- Ensuring security incident response arrangements are in place and effective to meet our nuclear security obligations in line with ANSTO's nuclear security contingency plan.
- Managing the ANSTO/AFP MoU for the delivery of onsite protective security and response services.
- Leading the security contract for onsite guard services and the comprehensive security maintenance.
- Oversight and management of the outcomes of security investigations.
- Preparing security reports for the CSO, CEO, Board/RAC and to meet annual security reporting obligations.
- Assisting facility managers and licence holders to develop and implement their facility security plans. ensuring they are aware of their responsibilities and supported in their compliance obligations.
- Overseeing the design, maintenance and where necessary upgrade, of physical and electronic security infrastructure across the organisation that meets regulatory requirements and international best practice.
- Representing the organisation at national and international events and promoting the reputation and expertise of the organisation with major stakeholders.
- Any other activities as directed.

Decision Making

- Makes day to day decisions on behalf of ANSTO in relation to the delivery of Protective Services and other security related matters in relation to ANSTO.
- The Senior Manager Nuclear Security operates with a high level of autonomy and makes independent decisions about the management of the team including forward planning, setting priorities and guiding staff performance and development.
- The ANSTO values, Corporate Plan and NSNS Business Plan provide the context for the position.
- The position provides expert and authoritative direct advice to the CSO, Licence and Permit Holders and Group Executives on all operational matters of concern relating to nuclear security.
- The position is frequently required to exercise final judgement on the way urgent complex matters are to be managed or on the strategies to be adopted and is fully and individually accountable for the quality and validity of advice provided.
- The position determines key work priorities within the context of agreed work plans within Nuclear Security and will consult with the CSO on the more complex, sensitive and issues that have a significant impact on the organisation's functions as it relates to nuclear security.
- Key advocate representing ANSTO at national and international events and promoting the reputation and expertise of the organisation with major stakeholders on all matters relating to nuclear security.
- The levels of authority delegated to this position are those approved and issued by the Chief Executive Officer. All delegations will be in line with the ANSTO Delegation Manual AS-1682 (as amended or replaced).

Key Challenges

- Ensure accurate and timely advice on all protective security and risk management issues to the CSO and Group Executives.

- Ensure full compliance with ANSTO’s regulatory requirements and management principles related to nuclear security.
- Establishing and maintaining effective working partnerships with internal and external stakeholders, particularly with our regulatory partners, to facilitate the exchange of information, analysis and commentary and the provision of nuclear security and safeguards advice
- Working with multiple stakeholders across the organisation and ensuring the effective and efficient management of issues associated with nuclear security and safeguards
- Identifying emerging challenges in nuclear security that may impact on core business delivery and future business requirements and developing and implementing workforce and security management strategies to minimise business risk and take advantage of opportunities
- Maintaining appropriate focus on security operations while responding to frequent competing urgent work requirements in a demanding and complex environment
- Developing a flexible high-performance team and achieving a culture which embraces change and innovation, continuous development and improvement to service offerings while maintaining commitment to high levels of efficiency
- Achieving a collaborative approach and shared ownership, during a period of significant change, for consistent implementation of strategies and programs aligned to ANSTO values
- Maintaining up to date knowledge of contemporary trends and developments in relation to best practice across nuclear security and safeguards and identifying potential opportunities to improve service delivery

KEY RELATIONSHIPS

Who	Purpose
Internal	
Chief Security Officer	<ul style="list-style-type: none"> • Receive broad guidance and professional support • Provide expert advice on all aspects of Security & Safeguards operations • Consult and collaborate on strategy • Exchange information
Licence and Permit holders, business leaders and managers	<ul style="list-style-type: none"> • Provide expert advice and analysis on a full range of nuclear security matters • Contribute to group decision making processes, planning and goals in relation to all elements of nuclear security • Collaborate and share accountability • Negotiate and resolve conflicts • The position’s key internal customers include, the CSO, all GE’s as well as management and staff across the organisation, in particular those from the areas of Risk, Communications, Government & International Affairs, ANSTO Health and Reactor Operations. External stakeholders include IAEA, WINS, DFAT, A/G’s, ASNO, ARPANSA, AFP, NSWPOL
Direct Reports	<ul style="list-style-type: none"> • Lead the Personnel Security teams responsible for ANSTO’s protective security and trustworthiness program and reception services. • Lead the Physical Security team responsible for security operations across ANSTO. • Provide guidance and professional support • Set performance requirements and manage performance and facilitate their ongoing professional development • Engage to monitor trends, performance and progress against the strategic plan and evaluate further support which may be required to ensure delivery against the plan

Key Customers	<ul style="list-style-type: none"> • Provide expert strategic advice in relation to security and safeguards to influence decisions regarding the business initiatives, including innovation, change and business improvement. • Build strategic relationships and persuade executive to adopt strategies where there are conflicting business interests and opinions
External	
Government Agencies/Industry Organisations/Other stakeholders	<ul style="list-style-type: none"> • Maintain collaborative relationships • Consult on organisation direction, synergies, and engagement • Represent the ANSTO position
Regulators	<ul style="list-style-type: none"> • Maintain collaborative relationships • Consult on organisation direction, synergies, and engagement • Represent the ANSTO position

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Chief Security Officer
Direct Reports	Manager Protective Security Manager Physical Security Manager Security Projects*
Indirect Reports	Sub-division reports ~13-15 Contractors (AFP, MSS, Wormald) ~55

Financial Data (2021/2022)	
Revenue / Grants	
Operating Budget \$11 million	
Staffing Budget	
Capital Budget \$2million	
Assets \$20 - \$30 million	

Special / Physical Requirements	
Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time, including international travel as required.
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer)
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions
Hours:	Willingness to work extended and varied hours based on operational requirements
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements Obtain and maintain an NV2 National Security clearance

Workplace Health & Safety	
Managers / Leaders / Supervisors	

Specific role/s as specified in <u>AP-2362</u> of the ANSTO WHS Management System	Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties
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ORGANISATIONAL CHART

As per published organisational chart

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree or higher in management, security, intelligence or other relevant discipline or demonstrated equivalent experience within law enforcement, military, or national security agency or other similar environment.
2. High level experience, understanding and demonstrated ability to apply statutory nuclear security and nuclear safeguards requirements for a nuclear establishment (national and international) or other highly regulated facility.
3. Significant experience at a senior level in the design, delivery, and management of security operations in a complex operating environment.
4. Highly developed communication, negotiation and interpersonal skills, and extensive experience in liaising with senior government officials (nationally and internationally)
5. Experience in regulatory compliance and risk management in an operational environment
6. Strong leadership skills, experience in driving strategic initiatives and championing change
7. Substantial management experience and proven skills in managing strategic planning, budget development, statutory reporting, and policy and program development
8. Demonstrated conceptual, analytical, and problem-solving skills and the capacity to successfully deliver high quality outcomes within required deadlines
9. Strong strategic thinking and planning skills; experience and the capacity to develop innovative solutions to complex, multi-faceted issues and problems
10. Proven ability to work under pressure in a complex environment

VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm that this is a true and accurate reflection of the position.

Line Manager	Delegated Authority
Name:	Name:
Title:	Title:
Signature:	Signature:
Date:	Date: