

## POSITION DESCRIPTION

<b>Position Title:</b>	Research Infrastructure Platform Leader Nuclear Science & Technology and Landmark
<b>Institute / Division / Business Unit:</b>	Infrastructure
<b>Section or Unit:</b>	Research Infrastructure
<b>Classification:</b>	Band 9
<b>Position Description Number:</b>	PD-1623
<b>Work Contract Type:</b>	Leadership

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### POSITION PURPOSE

A Research Infrastructure Leader is responsible for leading, managing, developing, implementing and operating the designated platform's scientific assets, infrastructure and/or capability that meets the needs of ANSTO research, a collaborative user community and industry. The position provides operational leadership and management for achievement of NSTLI's research infrastructure strategy and policy. The position actively initiates and manages the platform's research and development activities to produce research outcomes for NSTLI and ANSTO.

### 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.

Nuclear Science & Technology and Landmark Infrastructure (NSTLI) incorporates ANSTO's research, innovation, landmark research infrastructure and associated platforms and capabilities. NSTLI conducts research and development in relation to nuclear science and technology and connects people, transfers knowledge and provides nuclear-based products and services for the benefit of Australia.

### ACCOUNTABILITIES & RESPONSIBILITIES

#### Key Accountabilities

##### Leadership

- Lead and manage the operation and development of a research infrastructure platform to achieve NSTLI's strategic objectives including full utilisation of our landmark and national infrastructure, scientific capabilities and to deliver scientific excellence and a world-class user experience.
- Deliver national research infrastructure capabilities to a national and international user community.
- Develop, lead and deliver a range of high-quality, cost-effective platform operations and research projects that meet NSTLI objectives, build research capacity and achieve increased research performance and outcomes.
- Ensure the continued development of world-class national research infrastructure and capabilities
- Develop and maintain a range of collaborative networks across NSTLI and ANSTO to deliver excellent research services, support and programs, share knowledge and deliver outcomes from partnered research which is mutually beneficial and has impact.
- Ensure the delivery of operational and research excellence within the platform by fostering a culture of high-performance that encourages innovation, improves productivity and promotes teamwork and collaboration.

- Broker scientific knowledge and maintain the highest standards of open communication, collaboration, data and knowledge management.

### **Strategic Planning**

- Develop and implement the platform's objectives, plans, targets and activities to deliver outcomes that achieve NSTLI's platform and research strategy.
- Develop and implement strategies for diversifying and increasing the platform's income, identify external funding opportunities to support enhanced delivery of outcomes and to leverage additional value through collaboration with external stakeholders.
- Provide expert and authoritative scientific advice and support to the Head of Research Infrastructure and NSTLI Senior Leadership Team on the development, implementation, management and reporting of programs, ensuring they are fully briefed on the status of science and that technical and/or scientific priorities and innovations are properly considered.

### **Management and Resourcing**

- Deliver best-practice facility management and utilisation, ensure availability of facilities, equipment and expertise and partner with researchers from across industries and research sectors to provide expert advice and platform access to facilitate their research.
- Management of scientific infrastructure, facilities, equipment through an asset management framework and improvement program to ensure reliability of assets, productivity and availability to users.
- Ensure operational safety, security and sustainability and compliance with applicable standards, legislative and regulatory requirements.
- Encourage and support a project management approach to the management of research infrastructure and research projects, provide oversight and direction with the ongoing monitoring, reviewing and timely completion of projects, consistent with project deliverables.
- Manage and oversee all aspects of platform operations and research programs (research within platforms and platform research), including endorsing plans, identifying and allocating resources, developing budgets and control and management of financial performance.
- Overall leadership of the platform's human resources through selection, training, development, performance management and review, recognition and guidance of managers and staff; ensure the sustainability of the platform through succession and workforce planning, talent management and employee development activities.

### **Decision Making**

Research Infrastructure Leaders have a key role within the NSTLI Leadership Team. The position leads direct reports to collaborate across and within the NSTLI Group to provide broad guidance, advice, exchange information and deliver on cross-organisational business development projects and sourcing additional funding opportunities.

The position works within the NSTLI Group and platform outcomes and within a framework of legislation, policies, professional standards and resource parameters. Within this framework a Research Infrastructure Leader has some independence in determining how to achieve objectives, including deciding on methods and approaches, platform operations, project planning and allocation of resources.

The ANSTO values, organisational corporate plan, business plan, operational excellence program, the NSTLI Strategy and objectives of the platform provide the context for the position.

The position is fully accountable for the accuracy, integrity and quality of the content of advice provided to the Head of Research Infrastructure and is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements under pressure or in the absence of complete information or expert advice.

A Research Infrastructure Leader determines key work priorities within the context of agreed work plans and will consult with the Head of Research Infrastructure on complex, sensitive and major issues that have a significant impact on the platform or Research Infrastructure portfolio or NSTLI Group functions.

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

Maintaining an active involvement as a senior scientist/researcher within the platform's operations or research activities.

Strengthen the platform's engagement with external parties (industry, business, government and community) also developing relationships with major Australian and international research programs.

Identifying new and additional sources of funding within a competitive environment, and ensuring the use of funding exceeds requirements and expectations of a diverse range of stakeholders.

Being a visible change agent and taking an active role in embedding the new operating model during a period of significant cultural and organisational change and supporting and actively contributing to developing a high performance workforce.

Contributing to the achievement of a collaborative approach and shared ownership, for consistent implementation of strategies and programs, working with senior managers and staff aligned to NSTLI strategy and ANSTO values.

Leading and managing the skills and experience within the designated platform and collaborating across NSTLI and externally to deliver high quality science to address strategic priorities.

### KEY RELATIONSHIPS

Who	Purpose
<b>Internal</b>	
Head of Research Infrastructure	<ul style="list-style-type: none"> <li>• Receive guidance and direction</li> <li>• Provide expert, authoritative and evidence based advice</li> <li>• Staff engagement and quality recruitment</li> <li>• Negotiate and report on budgets and resources consistent with strategic plans and goals</li> <li>• Recommend and gain endorsement for business plans and goals and change management initiatives</li> </ul>
NSTLI Leadership Team	<ul style="list-style-type: none"> <li>• Provide expert advice and analysis on a full range of matters</li> <li>• Contribute to executive decision making processes, strategic planning and goals</li> <li>• Collaborate and share accountability</li> <li>• Negotiate and resolve conflicts</li> </ul>
Direct Reports	<ul style="list-style-type: none"> <li>• Provide leadership, guidance and support</li> <li>• Set performance requirements and manage performance and development</li> <li>• Engage to monitor trends, performance and progress against the strategic and business plans and evaluate further support which may be required to ensure delivery against the plans</li> </ul>
<b>External</b>	
Universities, Business, Industry, Scientific Institutions	<ul style="list-style-type: none"> <li>• Develop and maintain collaborative relationships</li> <li>• Provide expert, authoritative and evidence based advice</li> <li>• Share knowledge and deliver outcomes from partnered research</li> </ul>
National and international bodies, forums and taskforces	<ul style="list-style-type: none"> <li>• Actively contribute and represent ANSTO and the Australian Government position</li> </ul>

## POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Head of Research Infrastructure
Direct Reports	1-5 Platform Managers (Scientific/Technical) 1-2 x Professional Specialists/Scientists
Indirect Reports	15 – 80 staff (within line management)

Special / Physical Requirements	
Location:	Lucas Heights and working in different areas of ANSTO as needed
Travel:	Occasional travel both internationally and nationally
Physical:	Office based physical requirements (sitting, standing, minimal manual handling) Occasional laboratory based physical requirements (sitting, standing, manual handling, chemical handling, operating scientific equipment)
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

Workplace Health & Safety	
Specific role/s as specified in <a href="#">AG-2362</a> of the ANSTO WHS Management System	All Workers Officer (definitions found in appendix 1 of AG-2362) Managers / Leaders / Supervisors Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties

## KNOWLEDGE, SKILLS AND EXPERIENCE

1. Doctorate or equivalent level tertiary qualification in a relevant scientific field coupled with experience managing and operating within a scientific infrastructure open-access, user-focussed environment.
2. Successfully led and proven success leading and managing scientific or research infrastructure, facilities, equipment or capability.
3. Proven experience at a senior level, leading and managing multiple teams to achieve scientific excellence, desired organisational outcomes and achieving optimal work performance.
4. Experience guiding, developing and mentoring staff to deliver optimal operational and research outcomes
5. Demonstrated experience in developing and implementing innovative, targeted, cost effective operational programs and research projects to optimise facility capacity and capabilities and achieve increased performance and outcomes
6. Demonstrated capacity to attract new and additional funding for programs and/or maximising returns on investment
7. Proven track record of financial management, forecasting, planning (both financial and workforce/succession) and cost control
8. Demonstrated ability to initiate and manage change, allocated resources effectively, and identify and manage risks
9. Demonstrated experience in managing effective relationships with key stakeholders
10. Excellent communication, interpersonal skills, negotiation and influencing skills

11. Demonstrated strategic thinking and planning skills and experience and the capacity to develop innovating solutions to complex, multi-faceted issues and problems.

#### VERIFICATION

This section verifies that the line manager and delegated authority confirm that this is a true and accurate reflection of the position.

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

- Version 1      Created October 2015
- Version 2      Adjusted title and references within document to reflect final department and reporting to title (eg platform to research infrastructure).
- Version 3      Minor adjustments not affecting banding outcome. Changes made include adjustments to language used to describe functions and activities that are aligned with current nomenclature.