

POSITION DESCRIPTION

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| Position Title: | Design and Innovation Manager |
| Cluster / Business Unit / Division | Commercial Products and Services |
| Section or Unit: | Commercial Support Team |
| Classification: | Band 7 |
| Position Description Number: | PD-2413 |
| Work Contract Type: | Professional |
| STEMM/NON-STEMM: | Non-STEMM |

POSITION PURPOSE

The purpose of this role is to co-ordinate ANSTO's design innovation initiatives and manage the operational activities of the *nandin* innovation centre and design factory, fostering an environment of creativity, collaboration and growth.

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 *nandin* Innovation Centre serves as a collaborative space for entrepreneurs, researchers, and creatives, fostering innovation, experimentation, and knowledge exchange. *nandin* is also part of the Design Factory Global Network (DFGN), an international community of innovation hubs and centres creating change through passion-based learning and effective problem-solving strategies. Through this centre, ANSTO manages a community of startups and facilitates co-creation activities through design-innovation. To enable this, ANSTO has created an entrepreneurial and commercially oriented environment for graduate students, staff, and the community that is supported by a coherent approach to industry research engagement, innovation, business development and commercialisation. This unique innovation community aims to drive the development of an innovation and entrepreneurship culture across ANSTO that is focused on creating value and impact from research and business for our partners in industry, government and the community.

The Design and Innovation Manager sits in the Commercial Support Team, within the broader Commercial Products and Services Group. This role will work across ANSTO, industry (including startups) and academia.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- **Innovation and Design Leadership:** Lead ideation, design thinking workshops, experiential learning activities, consultation, bespoke innovation support and innovation projects. Drive a culture of creativity and forward thinking.
- **Design Factory:** Leadership of the ANSTO Design Factory, including engaging with other partners in the Design Factory Global Network on collaboration initiatives.
- **Co-creation:** Provide coaching on co-creation processes.
- **Operational Management:** Oversee day-to-day operations of the *nandin* innovation centre, including entrepreneurship programs, resource allocation, budget management and facility maintenance.

- **Project and Event Execution:** Support events for the nandin community. Manage end-to-end project lifecycle for new initiatives/implementations.
- **Stakeholder Engagement:** Build and maintain relationships with staff, industry partners, academic institutions, the local community (including schools), and nandin members to facilitate collaboration and partnerships. Contribute to raising the profile of the innovation centre and to identifying and seeking funding partners. Facilitation of design programs, mentoring, hackathons, guest speaking, excursions etc.
- **Performance Metrics:** Develop and track key performance indicators to assess the effectiveness of innovation initiatives and operational processes.
- **Team Leadership:** Mentor and manage operational staff, ensuring alignment with Organisational and team objectives. Co-supervise and mentor students.
- Undertake additional duties as required and during period of leave of other staff.

Decision Making

- The position works within the ANSTO Integrated Business Planning framework, legislation, policies, professional standards and resource parameters.
- The Design and Innovation Manager is empowered to make decisions related to innovation project direction, innovation centre resource allocation, operational processes, and strategic partnerships. Significant decisions affecting the budget, major collaborations, and project priorities are made in consultation with the leadership team.
- 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

- Balancing the need for innovation and creativity with operational efficiency and cost-effectiveness.
- Supporting an innovation community to achieve outcomes that support ANSTO's objectives.
- Managing diverse stakeholder expectations and ensuring alignment with the innovation centres objectives.
- Manage innovation projects from conversations and concept through to commercial and impact-based outcomes.

KEY RELATIONSHIPS

| Who | Purpose |
|----------------------------------|---|
| Internal | |
| Manager | <ul style="list-style-type: none"> • Receive guidance and direction • Provide expert, authoritative and evidence based advice • Staff engagement • Recommend and gain endorsement for plans and goals and other initiatives |
| Direct reports | <ul style="list-style-type: none"> • Provide leadership, guidance and support |
| Commercial Products and Services | <ul style="list-style-type: none"> • Provide expert advice and analysis on a full range of matters • Contribute to group decision making processes, planning and goals • Collaborate and share accountability • Negotiate and resolve conflicts |
| ANSTO Business Units | <ul style="list-style-type: none"> • Provide expert, authoritative and evidence based advice • Contribute to group decision making processes, planning and goals • Collaborate and share accountability |

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| | <ul style="list-style-type: none"> • Deliver mutually beneficial outcomes for the benefit of the ANSTO Group |
| External | |
| Industry and Professional networks | <ul style="list-style-type: none"> • Build and maintain partnerships to foster innovation • Establishment of an Innovation Community to at ANSTO |
| Academic institutions and PFRA's | <ul style="list-style-type: none"> • Develop relationships, engage and source opportunities for nandin innovation programs • Generate research partnerships and consortia |

POSITION DIMENSIONS

Staff Data

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| Reporting Line | Reports to the Commercial Support Manager |
| Direct Reports | 1 - Maker Mentor |
| Indirect Reports | Nil |

Financial Data (2023/2024)

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| Revenue / Grants | TBA |
| Operating Budget | TBA |
| Staffing Budget | TBA |
| Capital Budget | Nil |
| Assets | Nil |

Special / Physical Requirements

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|-------------------------|---|
| Location: | Lucas Heights and remotely Working in different areas of designated site/campus as needed |
| Travel: | Some domestic and international travel |
| Physical: | Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Public speaking |
| 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

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| Specific role/s as specified in <u>AG-2362</u> of the ANSTO WHS Management System | All Workers Managers / Leaders / Supervisors 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

On file

KNOWLEDGE, SKILLS AND EXPERIENCE

1. PhD/Doctorate in Design, Innovation, Business or a related field.
2. Proven experience in leading design-driven innovation, facilitating workshops and delivering experiential learning.
3. Strong understanding of design thinking methodologies and their practical application.
4. Excellent communication and interpersonal skills, with the ability to build and maintain relationships with diverse stakeholders.
5. Experience working in a research or innovation environment.
6. Experience managing operational functions.
7. Experience driving cross functional collaboration and managing team dynamics.
8. A passion for emerging technologies, design trends and innovation methodologies.

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: | Prakash Rajalingam | Name: | Oleh Nakone |
| Title: | Commercial Support Manager | Title: | Group Executive Commercial Products and Services |
| Signature: | | Signature: | |
| Date: | | Date: | |