



POSITION DESCRIPTION

Position Title:	Head of Risk
Cluster / Business Unit / Division	Assurance, Risk & Compliance
Section or Unit:	Assurance, Risk & Compliance
Classification:	Band 9
Job Family:	Compliance and Regulation
Position Description Number:	PD-2589
Work Contract Type:	Professional
STEMM/NON-STEMM:	Non-STEMM

POSITION PURPOSE

Reporting to the Group Executive, Assurance, Risk and Compliance, the Head of Risk is a senior leadership role responsible for developing, implementing, and overseeing the enterprise risk management (ERM) framework across a complex, nuclear organisation. This role ensures that all activities are conducted within a robust risk governance structure, aligning with national and international safety standards, including nuclear specific standards, regulatory requirements, and organisational objectives.

ORGANISATIONAL ENVIRONMENT

ANSTO is a leading global nuclear science and technology organisation delivering world-class research and expertise to benefit Australia and support a more sustainable future. Using nuclear science, we improve health, support industries, provide expert advice to government on nuclear technologies and help develop Australia's nuclear workforce.

The Assurance Risk and Compliance division partners with the organisation to safeguard, protect and enhance ANSTO's reputation and to ensuring that the organisation operates in an efficient, effective, safe, sustainable and ethical manner, compliant with legal and regulatory obligations. The division focuses on second- and third-line defence across the organisation.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Ownership of ANSTO's enterprise risk management framework.
- Providing expert, authoritative, influential strategic advice and support to the CEO and Group Executive on all aspects of ANSTO's risk management and risk governance framework.
- Building greater organisational awareness, engagement, culture and capability of risk management and business resilience through effective leadership, advocacy and collaboration among key stakeholders.
- Evaluating, promoting and driving improvements to ANSTO's 'risk management maturity' level with a specific focus on the enablers of improved risk management processes and culture across ANSTO.
- Leading the operationalisation of ANSTO's risk management and assurance practice, ensuring it supports effective and efficient business processes across the organisation.
- Building greater business resilience capability and assurance across the organisation.

- In collaboration with the Group Executive guiding, reviewing, monitoring and reporting on compliance, operational, reputational, financial and strategic risks within the business up to Board level.
- Systematically assessing, advocating for, and implementing enhancements to ANSTO's 'risk management maturity' level, concentrating specifically on the factors that enable more effective risk management processes and culture improvement throughout the organization.
- Undertake additional duties as required and during period of leave of other staff.

Decision Making

- The position works within a framework of legislation (e.g., *PGPA Act 2013*), Board policies and other elements of the organisational governance framework.
- In consultation with the Group Executive, Assurance, Risk and Compliance and relevant Executives, the position determines key work priorities in relation to enterprise activities
- Accountable for the accuracy, integrity and quality of advice and reporting provided.
- The ANSTO Values, Corporate Plan, Business Plan as well as the framework of legislation, policies, professional standards and resource parameters provide context for the position.
- 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 AG-1682 (as amended or replaced).

Key Challenges

- Keeping up to date with national and international trends and developments in governance, risk, compliance.
- Developing and maintaining a sound and current knowledge of the organisation, its structural elements, objectives, performance expectations, projects and current and planned activities.
- Being proactive and independently motivated in identifying and maintaining high quality information sources, relationships and contacts.
- Engaging management and staff to ensure desired risk management outcomes.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Head of Internal Audit	<ul style="list-style-type: none"> • Receive guidance and support • Provide relevant updates.
ANSTO Executive	<ul style="list-style-type: none"> • Provide relevant status updates • Provide reports on enterprise risks and significant internal control failures • Provide expert, authoritative and evidence-based advice
Risk and Compliance Committee	<ul style="list-style-type: none"> • Facilitate discussions and provide relevant guidance and support
ANSTO Business Unit Managers	<ul style="list-style-type: none"> • Provide expert advice, facilitation, and development
Direct reports	<ul style="list-style-type: none"> • Provide leadership, guidance and support • Set performance requirements and expectations and manage performance and development • Monitor trends and performance against plans and evaluate the need for further support to ensure desired or expected outcomes
External	

Regulatory and certifying bodies, government agencies

- As required in relation to enterprise risk & assurance activity

POSITION DIMENSIONS

Staff Data

Reporting Line	Group Executive Assurance, Risk and Compliance
Direct Reports	Lead Manager, Enterprise Risk Lead Manager, Major Project Risk & Assurance
Indirect Reports	Nil

Special / Physical Requirements

Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	Will be required travel to ANSTO sites from time to time Infrequent travel both internationally and nationally
Physical:	Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Role will involve tight deadlines and changing priorities
Radiation areas:	May be required to access radiation areas from time to time
Hours:	Willingness to work extended and varied hours based on operational requirements
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements Satisfy national security requirements

Workplace Health & Safety

Specific role/s as specified in <u>AP-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. Degree in Commerce, Accounting, Business, Risk Management or other relevant discipline. Post graduate qualifications in risk management, internal audit or other related discipline are highly desirable.
2. Demonstrated senior Risk experience, leading the implementation of risk frameworks, programs, reporting and culture across a complex, highly regulated organisation, preferably in resources, nuclear, pharmaceutical, manufacturing, infrastructure or research and science-based industries.
3. Experience within or dealing directly with public sector agencies is preferred.
4. Understanding and experience working with ISO31000:2018 - Risk Management Standard requirements
5. Demonstrated knowledge and practical application of contemporary risk management frameworks, methodologies and systems
6. Strong strategic thinking and planning skills; experience and the capacity to develop innovative solutions to complex, multi-faceted issues and problems ("think around corners").

7. Experience in coaching and mentoring managers to achieve business excellence and best practice.
8. Ability to work collaboratively, engage and manage relationships with internal and external stakeholders at all levels.
9. Highly developed communication, negotiation, presentation and interpersonal skills, effective across a range of diverse stakeholders.
10. Strong financial and resource management at a senior level including the ability to allocate resources effectively, identify and manage risks, and adapt effectively to changes in the 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:	Marianne Morton	Name:	
Title:	A/Group Executive, Assurance, Risk and Compliance	Title:	
Signature:		Signature:	Approval on file
Date:		Date:	