



POSITION DESCRIPTION

Position Title:	Senior Manager Nuclear Assurance
Cluster / Business Unit / Division:	Office of CEO
Classification:	Band 9
Position Description Number:	PD-2314
Job Family:	Compliance and Regulation
Work Contract Type:	Manager
STEMM/NON-STEMM:	STEMM
STEMM CATEGORY:	Engineering

POSITION PURPOSE

The primary objectives of the Senior Manager Nuclear Assurance are;

- Provide strategic and operational leadership, inspiring direction and development of capability in people, systems and processes. Delivering the safety, reliability and assurance (SRA) process outcomes in new and innovative ways as a champion of continuous improvement.
- Ensuring processes can be operationalised in an effective manner, minimising impost on Business Units.
- Act as the deputy and delegate for the Chief Nuclear Officer during periods of leave and other times as necessary to ensure continuity of process.
- Sponsor nuclear and radiological assurance initiatives across the ANSTO Group adding value through risk reduction and increased organisational sustainability and other related initiatives and projects as agreed with the CNO / CEO
- Advocate, communicate and educate key stakeholders regarding the importance of safe, secure and sustainable nuclear science and technology

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.

ANSTO is the national organisation for nuclear science and technology. We focus on undertaking leading edge research, delivering innovative scientific services and providing specialised advice to government, industry, academia and other research organisations.

The Office of the CEO is the key point of responsibility for the organisation. All key strategic, operational and financial decisions are made within this office.

The Chief Nuclear Officer role provides an independent challenge to and assurance of all ANSTO's nuclear operations to meet ANSTO's strategic objectives of safety, secure and sustainable operations

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Appropriately mentor, challenge and collaborate with appointed Licence Nominees appointed by the CEO to facilitate / assure a focus on appropriate control of hazardous nuclear activities and to drive a continuous improvement in safety culture.

- Modelling and shaping appropriate attitudes and behaviours among Executives and Senior Management in relation to nuclear and radiological safety and operations management.
- Utilise own professional knowledge and the expertise of others to drive forward objectives for both internal and external stakeholders.
- Drive the development and delivery of ANSTO's key nuclear and radiological safety assurance processes including the nuclear safety review.
- Leadership of key nuclear projects and initiatives as agreed with the CNO through the concept, development and establishment phases; to deliver value within approved schedules and costs. To report fully on the progress of these projects as required.
- Perform the duties of the Chief Nuclear Officer in periods of absence.
- Maintain and expand the strategic network in support of ANSTO's key mission. Examples include key decision makers within government, nuclear medicine producers and practitioners, the research and industrial sectors and emerging stakeholders as they become identified.
- Ensure ANSTO is abreast of international best practice in nuclear safety, radiation protection and waste management.
- Sponsor the translation of appropriate International and industry best practice into BAU at ANSTO in a manner that suits the ANSTO context, integrates with other ANSTO systems and minimises impost on Business Units.
- Foster strong and effective relationships with internal and external stakeholders such as regulatory agencies particularly ARPANSA and ASNO.
- Interaction with senior management and the sharing of technical advice to assist in developing and employing tactics to achieve the organisation's strategic directions and meeting its nuclear safety and operational management commitments.
- Undertake additional duties as required and during periods of leave of other staff.

Decision Making

- The ANSTO values, organisational corporate plan, business plan, organisational excellence program, and objectives provide the context for the position.
- The position is fully accountable for the accuracy, integrity and quality of the content of advice provided, 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.
- Determines key work priorities within the context of agreed work plans and consults with the CNO on complex, sensitive and major issues that have a significant impact on the organisation.
- 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 the strategic direction whilst managing conflicting priorities and deadlines.
- *Providing strategic and operational leadership to nuclear assurance team.*
- Continuously improve-procedures, process and accountability to reduce approval times without compromising the quality of information.
- Ensuring that nuclear and radiological safety initiatives can be effectively implemented within operational areas.
- Ensuring that the role and function of Nuclear Assurance is independent and able to provide objective and authoritative opinion and advice.
- Establishing the credibility of the role by developing and modelling effective behaviours to facilitate conditions for sustainable success.

- Development of best practise by networking with international counterparts and giving effect to the associated management changes and continuous improvements in practice.
- Leading and maintaining active strategic intelligence on national and international nuclear and radiological related legislation.
- Promote nuclear and radiological safety improvements and initiatives across the ANSTO site with the aim of improving nuclear and radiological safety culture.
- Ability to keep abreast of developments in the field, including the regulatory environment and undertaking appropriate personal development to enhance knowledge and skills

KEY RELATIONSHIPS

Who	Purpose
Internal	
Chief Nuclear Officer	<ul style="list-style-type: none"> • Receive guidance and direction • Provide authoritative independent challenge to the CNO on nuclear assurance matters • Provide expert, authoritative and evidence based advice • Recommend and gain endorsement for plans and goals and key initiatives
Chief Executive Officer/Executive Team/Board/Subsidiary Boards	<ul style="list-style-type: none"> • Provide strategic, management and expert advice and analysis on a full range of matters • Lead and contribute to group decision making processes, strategic and planning • Collaborate and act as an integrator to deliver the sustained success of key initiatives. • 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
Chief Risk Officer/Regulatory and Governance team/High Reliability team/Safety and Reliability/License Nominees	<ul style="list-style-type: none"> • Provide a harmonised approach to nuclear/radiological safety assurance • Maintaining sound relationships based on trust and respect to deliver a best for ANSTO approach for nuclear/radiological safety
Direct Reports	<ul style="list-style-type: none"> • Engagement to support safety, reliability and assurance process and key initiatives • Mentoring and the provision of learning opportunities which enhance professional and technical capabilities
External	
ARPANSA/ASNO	<ul style="list-style-type: none"> • Develop and maintain collaborative relationships • Share knowledge and deliver outcomes through partnerships • To articulate key messages, negotiate beneficial outcomes and create long-lasting beneficial relationships

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Chief Nuclear Officer
Direct Reports	2 Nuclear Safety Review Officers (TBA) 1 TBA
Indirect Reports	<ul style="list-style-type: none"> • 5 staff in the Office of the CEO, Chief Nuclear Officer group • Multiple across ANSTO (To support safe and reliable operations, key nuclear projects and initiatives)

Special / Physical Requirements	
Location:	Lucas Heights Working in different areas of designated site/campus as needed
Travel:	May be required to travel to ANSTO sites from time to time May be required to 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) Public speaking
Radiation areas:	May be required to work in radiation areas under tightly regulated conditions Perform duties in an area where radioactive materials are handled under tightly controlled safety conditions Perform duties with and in an area where hazardous chemicals or materials are handled under tightly controlled safety conditions
Hours:	Willingness to work extended and varied hours based on operational requirements
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements Need to be able to hold a National Security Clearance at Negative Vetting Level 1.

Workplace Health & Safety	
Specific role/s as specified in <u>AP-2362</u> of the ANSTO WHS Management System	All Workers Group Executive / General Manager Managers / Leaders / Supervisors Other specialised roles identified within the guideline a position holder may be allocated to in the course of their duties

ORGANISATIONAL CHART

On file

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree or higher in Management, Science, Radiation Protection, Nuclear Engineering, Chemical or Process Engineering or similar related discipline.
2. Extensive experience within a Nuclear Services environment at a senior management level including management of a radiation safety program.
3. Strong technical and operational background in the nuclear industry and management of nuclear installations.
4. Extensive capacity to think and act strategically and to sponsor major projects or initiatives.
5. Extensive and proven track record in the improvement of organisational safety performance and record.
6. Extensive experience in preparing concise informative statements for boards and executive management.
7. Strong leadership skills, with emphasis on motivating, coaching and mentoring staff.
8. High level communication and negotiation skills with the capacity to influence and gain buy-in from key stakeholders including staff, ANSTO management, the public and regulators.
9. Strong stakeholder focus with emphasis on ensuring the provision of prompt and accurate service/advice.

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: Aaron Flett	Name: Marianne Morton
Title: Chief Nuclear Officer	Title: A/Group Executive ARC
Signature:	Signature:
Date:	Date: