

POSITION DESCRIPTION

Position Title:	Group Executive Nuclear Safety, Security and Stewardship
Cluster / Business Unit / Division	Nuclear Safety, Security and Stewardship
Section or Unit:	Nuclear Safety, Security and Stewardship
Classification:	Band 10
Job Family:	Organisational Leadership, Senior Executive
Position Description Number:	PD-2209
Work Contract Type:	Executive
STEMM/NON-STEMM:	NON-STEMM

POSITION PURPOSE

The Group Executive Nuclear Safety, Security and Stewardship, reports to the CEO, is a member of the Executive Standing Committee, and leads the Nuclear Safety, Security and Stewardship to deliver operational outcomes and strategic input which contributes to achieving ANSTO's goals, both short and long term.

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 Safety, Security and Stewardship group underpins the strategic imperatives for ANSTO. The group comprises of High Reliability, Nuclear Security and Nuclear Safeguards, Nuclear Stewardship and the Nuclear Powered Submarines Working Group. The function of the division will focus and strengthen ANSTO's capacity as advisor to the Australian Government on all nuclear and science technology matters and will support future AUKUS activities.

ACCOUNTABILITIES & RESPONSIBILITIES

Organisation Accountabilities

- Co-own the ANSTO vision and long-term plan, and translate this into Nuclear Safety, Security and Stewardship goals and action plans which strengthen "one" ANSTO and achievement of overall organisational priorities.
- Actively lead the Nuclear Safety, Security and Stewardship to create and maintain a diverse and inclusive culture where individuals can thrive, effective teams deliver results the right way, we meet the needs of our broad range of customers, and staffing is actively managed for current future needs.
- Accountable for the ongoing sustainable financial performance of Nuclear Safety, Security and Stewardship and the greater ANSTO.
- Responsible for risk management, within Nuclear Safety, Security and Stewardship and across ANSTO, in line with Board expectations and the ANSTO Enterprise Risk Management Framework.
- Drive continuous improvement, by actively working with other business areas (Integrated Business Management) to ensure ANSTO policies, procedures and guidelines are fit-for-purpose, and relentlessly focus on improvement of existing and future activities.
- Uncompromising leadership and ownership of Safety at ANSTO, through the ANSTO WHS MS – safety is front and centre all the time, every time.

- Identify and engage with stakeholders, both role specific and ANSTO generic, to share the ANSTO narrative, identify opportunities and achieve strategic goals.
- Role model for the ANSTO Values, so they permeate Nuclear Safety, Security and Stewardship and beyond.
- Additional duties as required and as directed by the CEO.

Role-Specific Accountabilities

Provide expert and authoritative advice and support to the Chief Executive Officer and the Board ensuring they are fully briefed on work health and safety, nuclear and radiological safety, including regulatory practices and security and safeguards and nuclear stewardship operations across the organisation.

- Lead and direct the development, implementation and ongoing management of ANSTO's safety and security services and practices, ensuring compliance with relevant regulatory, statutory and best practice standards, including the provision of a safe and secure work environment that meet the organisation's unique, complex, and highly sensitive operations.
- Responsible for awareness of the current and future trends and developments in the work health and safety, nuclear and radiological safety, nuclear stewardship and security and safeguards industry.
- Ensure legal, statutory and other regulatory compliance standards are maintained within the division. Define and deliver the required standards of; nuclear regulatory compliance for both the Australian Radiation Protection & Nuclear Safety Agency (ARPANSA) and the International Atomic Energy Agency (IAEA) through the appropriate management of present and future facilities.

Decision Making

- 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).
- Within this, the Group Executive Nuclear Safety, Security and Stewardship operates with a high level of autonomy and makes decisions including aligning with the ANSTO strategic direction, forward planning, setting priorities and guiding staff performance and development, keeping the CEO informed.
- The ANSTO Values, Corporate Plan, Business Plan and Excellence programs, as well as the framework of legislation, policies, professional standards and resource parameters provide context for the position.
- The position provides expert and authoritative direct advice to the Chief Executive Officer and Executives on all matters relating to work health and safety, nuclear and radiological safety, nuclear stewardship and security and safeguards, and is fully and individually accountable for the quality and validity of advice provided.

Key Challenges

- Ensuring the successful implementation of short- and long-term strategic objectives and operations whilst managing assigned resources, conflicting priorities and deadlines.
- Working collaboratively across ANSTO to achieve outcomes where influencing and negotiation is required to obtain appropriate resourcing and co-operation.
- Ensuring good governance, including standards, plans and priorities, is understood and continually strengthened, developed and applied in a consistent manner.
- Ensuring current and future divisional goals and objectives are delivered on time and within budget, which contributes to a sustainable ANSTO.

KEY RELATIONSHIPS

Who	Purpose
Internal	
Chief Executive Officer	<ul style="list-style-type: none"> • Direct line manager
Executive Standing Committee	<ul style="list-style-type: none"> • With peers, under the leadership of the CEO, make decisions on organisational matters, strategic direction, shared goals and accountabilities, in a collegial and supportive environment.
Direct Reports	<ul style="list-style-type: none"> • Lead and manage direct reports
External	
ANSTO Board	<ul style="list-style-type: none"> • Provide timely and accurate input and advice as required
Government, regulators, strategic partners and key stakeholders	<ul style="list-style-type: none"> • Develop and maintain collaborative relationships • Provide expert, authoritative and evidence based advice • Actively contribute, and represent ANSTO and the Australian Government position • Share knowledge and deliver outcomes through partnerships
National and international bodies, forums and taskforces	<ul style="list-style-type: none"> • Actively contribute and represent ANSTO and the Australian Government position

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the Chief Executive Officer
Direct Reports	1 x Chief Security Officer 1 x GM High Reliability 1 x Leader Nuclear Stewardship
Indirect Reports	Nuclear Powered Submarine Working Group

Financial Data (2021/2022)	
Revenue / Grants	2.4 million
Operating Budget	17.3 million
Staffing Budget	11.6 million
Capital Budget	10.6 million
Assets	8.0 million

Special / Physical Requirements	
Location:	Lucas Heights / Clayton Working in different areas of designated site/campus as needed
Travel:	May be required travel to ANSTO sites from time to time Frequent travel to ANSTO sites within Australia Frequent 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 Obtain and maintain appropriate federal government clearance

Workplace Health & Safety

Specific role/s as specified in AP-2362 of the ANSTO WHS Management System	All Workers
	Group Executive / General Manager
	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. Relevant degree/MBA/PhD.
2. Extensive experience in high level / senior management of an organisation of significant size, regulation and complexity, with a demonstrated capacity to implement key strategies against goals.
3. Managing and leading the Nuclear Safety, Security and Stewardship function
4. Extensive experience in all aspects of the Nuclear Safety, Security and Stewardship function
5. Demonstrated effective long-term planning experience, including sound analysis, decision making and judgement
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. Leading and managing staff to achieve desired organisational outcomes with optimal work performance.
8. Demonstrated ability to lead in a constantly changing environment and manage that changing environment in a way that improves ANSTO.
9. Highly developed communication, negotiation, presentation and interpersonal skills, effective across a range of diverse stakeholders.
10. Clearly demonstrated customer focus - developing and implementing customer- focused solutions and services.
11. Demonstrated ability to develop proactive and innovative solutions in a very competitive environment to deliver excellent operational outcomes.
12. Strong financial 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:		Name:	Shaun Jenkinson
Title:		Title:	Chief Executive Officer

Signature:	Signature:
Date:	Date: