



## POSITION DESCRIPTION

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

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### POSITION PURPOSE

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

### ORGANISATIONAL ENVIRONMENT

ANSTO is the national organisation for nuclear science and technology and use nuclear science to benefit industry, people and the environment. We focus on delivering excellence in innovation, insights and discovery through our people, partnerships, nuclear expertise and landmark infrastructure.

Nuclear Science and Technology (NST) incorporates ANSTO's research, innovation, landmark research infrastructure and associated platforms and capabilities. NST 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

Lead and manage the operation and development of a platform to achieve NST's strategic and collaborative program of utilisation our landmark infrastructure, scientific capabilities and expertise to realise new opportunities, serve users and create value.

Develop and implement the platform's objectives, plans, targets and activities to deliver platform outcomes to achieves NST's platform and research strategy.

Develop, lead and deliver a range of high quality, cost-effective platform operations and research projects that meet NST objectives, build research capacity and achieve increased research performance and outcomes.

Optimise and provide best-practice facility utilisation, ensure availability of facilities, equipment and expertise and partner with researchers from across many industries and 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 and ensure operational safety, security and sustainability and compliance with applicable standards, legislative and regulatory requirements.

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.

Encourage and support a project management approach to the management of platform 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.

Develop and maintain a range of collaborative networks across NST and ANSTO and externally to support and advance the delivery of science programs and projects, share knowledge and deliver outcomes from partnered research which is mutually beneficial and has impact.

Overall management 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 research theme through succession and workforce planning, talent management and employee development activities.

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.

Provide expert and authoritative scientific advice and support to the Head of Platforms and NST Senior Management 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.

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

### **Decision Making**

Platform Leaders have a key role within the NST Senior Management Team. The position leads direct reports to collaborate across and within the NST 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 NST Group and platform outcomes and within a framework of legislation, policies, professional standards and resource parameters. Within this framework a Platform 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 NST Strategy and NST Platform objectives 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 Platforms 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 Platform Leader determines key work priorities within the context of agreed work plans and will consult with the Head of Platforms on complex, sensitive and major issues that have a significant impact on the Platform or Platform portfolio or NST 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 NST strategy and ANSTO values.

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

## KEY RELATIONSHIPS

Who	Purpose
<b>Internal</b>	
Head of Platforms	<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>
NST Senior Management 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

<b>Staff Data</b>	
Reporting Line	Reports to the Head of Platforms
Direct Reports	1-5 Platform Managers (Scientific/Technical) 1-2 x Professional Specialists/Scientists
Indirect Reports	15 – 80 staff (within line management)
<b>Financial Data (2015/2016)</b>	
Revenue / Grants	x
Operating Budget	x
Staffing Budget	x

Capital Budget	x
Assets	x

<b>Special / Physical Requirements</b>	
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

<b>Workplace Health &amp; Safety</b>	
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 user based 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.

<b>Line Manager</b>	<b>Delegated Authority</b>
Name:	Name:
Title:	Title:
Signature:	Signature:
Date:	Date: