



POSITION DESCRIPTION

Position Title:	NPS WG Senior Advisor
Cluster / Business Unit / Division	Nuclear Safety, Security and Stewardship
Section or Unit:	Nuclear-Powered Submarine Working Group
Classification:	Band 7
Job Family:	Project and Program
Position Description Number:	PD-2416
Work Contract Type:	Professional
NON-STEMM	NON-STEMM

POSITION PURPOSE

The NPS WG Senior Advisor is primarily a recognised subject matter expert in their field, enabling ANSTO to provide authoritative advice across Government to support delivery of the Nuclear-Powered Submarine (NPS) program. Working with the NPS WG Manager the role also supports effective and efficient day to day operation of the ANSTO Nuclear-Powered Submarine Working Group (NPS WG) based at Lucas Heights.

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.

On 1 July 2023, the Australian Submarine Agency (ASA) was formed to deliver the optimal pathway for Australia to obtain a nuclear-powered submarine capability under the AUKUS program. ANSTO is closely supporting ASA in its important role by sharing its 70 years of experience in nuclear stewardship through a Nuclear-Powered Submarine Working Group (NPS WG) of subject matter experts across a range of technical disciplines. The NPS WG Senior Advisor provides both authoritative subject matter advice as well assistance in the delivery of the NPS WG day-to-day functions.

Responsibility for NPS WG and managing the overarching relationship with government and associated opportunities for ANSTO related to AUKUS has been delegated to the Group Executive Nuclear Safety, Security and Stewardship (NSSS) by the ANSTO Chief Executive Officer (CEO). The NSSS Group provides services, programs, and training to a broad range of Australian national security agencies and is deeply engaged with Departments of Defence, Foreign Affairs and Trade and Home Affairs.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

- Support ASA and related Government departments and agencies to achieve its objective of implementing the optimal pathway to deliver a nuclear-powered submarine capability for Australia.
- Provide authoritative, detailed, and timely advice to ASA and related Government departments and agencies on matters of expertise related to nuclear science, technology and engineering as applied to the NPS program.
- Across all levels of the ASA and related Government departments and agencies, professionally represent ANSTO, promote ANSTO capabilities in line with the professional standards and values of ANSTO and Defence, and protect ANSTO interests and equities.

- As required, represent and act for the ANSTO NPS WG Manager to provide oversight and management of the Working Group including through: coordination of requests for information, advice and services; supporting NPS WG members to effectively engage with ASA and related Government departments and agencies; and other duties as required to ensure the day-to-day operation of the NPS WG.
- Ensure effective and efficient communication and interaction between the ASA and ANSTO
- Assist ANSTO management to develop strategy associated with ANSTO's ongoing role in the NPS program; the impact(s) of the emerging NPS program on ANSTO's mission and business; potential need for change within ANSTO and opportunities for growth at ANSTO.
- Undertake additional duties including travel as required from time-to-time by ANSTO and the NPS Entity.

Decision Making

The position works within a framework of legislation, policies, professional standards and resource parameters within ANSTO and Defence. Within this framework the position has some independence in determining how to achieve objectives of the role, particularly in the areas of Advisor's subject matter expertise, including deciding on methods and approaches, operations, project planning and allocation of resources.

The position is accountable for the accuracy, integrity and quality of the content of advice provided to ANSTO, ASA and other Government departments and agencies. It is required to ensure that decisions are based on sound evidence, but at times may be required to make effective judgements appropriate to the level of responsibility within short timeframes or in the absence of complete information or expert advice or direction from ANSTO management.

The position needs to determine key work priorities within the context of agreed work plans and will consult with ANSTO management on complex, sensitive and major issues that have a significant impact on the ANSTO and the ASA relationship.

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

- The role enables the ANSTO WG to support ASA and related Government Departments and agencies and as such will be subject to a dynamic work need, changing priorities and externally driven deadlines. This will include day-to-day work within both unclassified and classified environments and associated systems requiring a national security clearance.
- Adapting detailed subject matter expertise to a NPS environment across a variety of technical, policy, and public audiences.
- Potential for conflicts associated with dual reporting line or tasking requests.
- When acting for the NPS WG Manager, the role will be expected to efficiently co-ordinate and manage ANSTO resources across a wide range of areas and effectively communicate across a wide range of levels within ANSTO.
- Exercising soft/indirect management skills with a wide variety of ANSTO stakeholders to implement NPS WG objectives.
- Stay abreast of issues and developments, related to Australian Government policy positions and international developments, and how they may affect ANSTO and its support of the AUKUS program.

KEY RELATIONSHIPS

Who	Purpose
Internal	
ANSTO Manager/Executive	<ul style="list-style-type: none"> Receive guidance and direction Provide expert, authoritative and evidence-based advice Recommend and gain endorsement for action plans and other initiatives that support ANSTO and NPS Entity objectives
Direct Reports	<ul style="list-style-type: none"> N/A
Other ANSTO departments	<ul style="list-style-type: none"> Consult as required to achieve objectives of the NPS program
External	
ASA and related Government departments and agencies	<ul style="list-style-type: none"> Provide expert advice and analysis on relevant matters Contribute to group decision making processes, planning and goals Collaborate

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to the ANSTO NPS WG Manager
Direct Reports	Nil
Indirect Reports	Nil

Financial Data (2021/2022)	
Revenue / Grants	N/A
Operating Budget	N/A
Staffing Budget	N/A
Capital Budget	N/A
Assets	N/A

Special / Physical Requirements	
Location:	Lucas Heights
Travel:	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 Classified working space
Radiation areas:	May be required to enter in radiation areas under tightly regulated conditions
Hours:	Willingness to work extended and varied hours based on operational requirements of the NPS program
Clearance requirements:	Satisfy ANSTO Security and Medical clearance requirements NV1 or higher

Workplace Health & Safety
Specific role/s as specified in <u>AP- All Workers 2362</u> of the ANSTO WHS Management System

ORGANISATIONAL CHART

Refer to published Organisational Chart.

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree or higher in relevant science, engineering or related discipline.
2. Demonstrated experience in a nuclear discipline including but not limited engineering, reactor operation, safety, regulation, science and technology or waste operations.
3. Experience liaising and managing relationships across Australian government agencies and potentially with international organisations.
4. Proven experience efficiently scoping and preparing briefings and advice for stakeholders.
5. Highly developed communication, influencing and interpersonal skills.
6. A deep understanding of nuclear science, technology and engineering, and ANSTO's and international approaches to the planning, operation, application, management, and leadership of nuclear facilities and technologies that ensures the required level of nuclear safety, security, safeguards, and sustainability are achieved.
7. Demonstrated sound judgment, professional etiquette, and problem-solving ability.
8. Demonstrated ability to collaborate with a wide range of internal and external stakeholders and manage relationships to ensure effective outcomes.

VERIFICATION

Line Manager		Delegated Authority	
Name:	Mark Alexander	Name:	Miles Apperley
Title:	ANSTO NPS WG Manager	Title:	Group Executive Nuclear Safety, Security and Stewardship
Signature:		Signature:	
Date:	November 2023	Date:	November 2023

Appendix 1

ANSTO Job Families
Accounting & Finance
Administration
Communications & Marketing
Compliance & Regulation
Engineering and Technical
Human Resources
ICT & Digital Solutions
Information & Knowledge Management
Legal
Manufacturing
Monitoring & Audit
Operations
Organisational Leadership
Project & Program
Research
Science
Security & Intelligence
Senior Executive
Service Delivery
Strategic Policy
Trades & Labour