



POSITION DESCRIPTION

Position Title	Manager Security Governance and Intelligence Nuclear Safety, Security and Stewardship - Nuclear
Cluster / Business Unit / Division	Security and Nuclear Safeguards Security
Section or Unit	Governance and Intelligence
Classification	Band 8
Job family	Security & Intelligence
Position Description Number	PD-2429
Work Contract Type	Manager
STEMM / Non-STEMM	Non-STEMM

POSITION PURPOSE

The primary purpose of this role is to manage the Australian Nuclear Science and Technology Organisation’s (ANSTO’s) security governance and nuclear security intelligence functions.

The Manager Security Governance & Intelligence is responsible for ensuring the delivery of high-quality policy development, intelligence, security governance and general nuclear security advice to senior management and the executive. The position will lead the development and continuous improvement of nuclear security culture and governance, training, and exercise programs.

The position will also lead ANSTO’s response to information security for ANSTO’s intellectual property, sensitive research and classified information holdings as part of ANSTO’s countering foreign interference and insider threat strategy. The role will also be responsible for the maintenance of the Nuclear Security governance, performance monitoring and regulatory compliance framework. In addition to liaison with external agencies that partner with ANSTO in protective security intelligence and response.

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 source of nuclear expertise and trusted advice to the Australian Government. Nuclear Security and Nuclear Safeguards are among ANSTO’s core operational imperatives. The Chief Security Officer leads the Nuclear Security and Nuclear Safeguards Division to manage ANSTO’s nuclear security system, which includes Personnel Security, Physical Security, Security Governance and Intelligence, and Nuclear Safeguards accountancy for nuclear material. The Chief Security Officer is responsible for ANSTO’s general security and the additional requirements to secure the nuclear material and radioactive sources in ANSTO’s control. That work is governed by clear regulatory requirements for safe and secure operations. The Nuclear Security & Nuclear Safeguards (NSNS) Division mission is to protect ANSTO’s people, information, assets and reputation - enabling ANSTO to deliver nuclear science and technology for the benefit of all Australians.

RESPONSIBILITIES

Key Accountabilities

- Deliver high-quality policy development, intelligence, security governance and general nuclear security advice to internal and external stakeholders, including senior management and the executive.
- Lead the development and continuous improvement of nuclear security culture and governance, training, and exercise programs.
- Lead ANSTO's response to information security for our intellectual property, sensitive research and classified information holdings as part of ANSTO's countering foreign interference and insider threat strategy.
- Maintain the Nuclear Security governance, performance monitoring and regulatory compliance framework to meet domestic and international requirements.
- Liaise with external (domestic and international) agencies that partner with ANSTO in protective security intelligence and response including liaison with law enforcement, intelligence agencies, emergency services and security stakeholders in relation to threat, intelligence and other external security environmental matters and response arrangements.
- Provide risk analysis and mitigation advice that supports ANSTO's security risk assessment methodology.
- Conduct second-line management checks and audits to assess compliance of our security plans and procedures with ANSTO policy and Australian Government requirements.
- Manage the planning, conduct, review and reporting of security incident response plans, drills and exercises.
- Maintain and enhance ANSTO's Nuclear Security Contingency plan and NSNS business continuity arrangements including where appropriate, the coordination of onsite and offsite security and emergency incident response.
- Maintain NSNS Division performance data and lead ANSTO's Integrated Business Planning in support of the Chief Security Officer.
- Manage and develop staff reporting to the role (directly and indirectly), including supervise and assist the Security Intelligence Support Officer (Communications Security Officer (COMSO)).
- Other duties as required.

Decision Making

- The position works within a framework of legislation, policies, professional standards and resource parameters. The ANSTO values and organisation Corporate Plan, Business Plan and Excellence programs provide context for the position.
- The position is fully accountable for the accuracy, integrity and quality of the content of advice provided on a day-to-day basis to the Chief Security Officer and to senior executives. Decisions may at times require mature and independent judgement under pressure in the absence of complete information while factoring risks and being sensitive to the strategic context.
- The position determines key work priorities within the context of agreed work plans and will consult with the Chief Security Officer on the more complex and sensitive issues that have a significant impact on the organisation's functions. At times the position may brief, present recommendations to and seek the direction of senior leaders within ANSTO and external agencies.
- 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

- Developing productive relationships of trust within and beyond ANSTO that build confidence in the Organisation’s resilience, incident management and recovery capabilities.
- Prioritising stakeholder requirements through high quality and timely service provision, within a resource constrained and geographically dispersed operating environment.
- Sustain a long-term vision and strategy that is commercially viable and practical in a large and complex operating environment with competing priorities and stakeholder expectations.
- Engaging an extensive network of relevant practice and maintaining current knowledge about emerging trends and standards.
- Effectively analyse and communicate relevant information, making a meaningful contribution to senior executive decision making.

KEY RELATIONSHIPS

Who	Purpose
Internal Stakeholder	
Direct Reports	<ul style="list-style-type: none"> • Security Intelligence Analyst • Security Intelligence Support Officer (COMSO)
Nuclear Security & Nuclear Safeguards Managers	<ul style="list-style-type: none"> • Peer-to-peer relationship while managing the security governance framework.
Chief Security Officer Group Executive NSSS	<ul style="list-style-type: none"> • Provide NSNS Div performance metrics meeting ANSTO’s Integrated Business Planning • Recommend and gain endorsement for plans, goals and initiatives • Receive guidance and direction • Provide evidence based advice
External	
Various Commonwealth and NSW State agencies	<ul style="list-style-type: none"> • Receive information and intelligence reports • Contribute to inter-agency engagement when required • Deliver presentations on nuclear security practices (once sufficiently experienced) • Assist administration for security-related group visits to ANSTO at Lucas Heights
International partner agencies	<ul style="list-style-type: none"> • Contribute to inter-agency engagement when required

POSITION DIMENSIONS

Staff Data	
Reporting Line	Reports to Chief Security Officer
Direct Reports	Security Intelligence Analyst Security Intelligence Support Officer
Special / Physical Requirements	
Location	Lucas Heights, NSW. working in various locations on site as needed. Occasionally Clayton, Victoria.
Hours	Business hours as a matter of routine On rare occasions work extended hours / nights
Travel	May be required to undertake domestic travel

	Occasional international travel
Physical	Office based physical requirements (sitting, standing, minimal manual handling, movement around the office and site, extended hours working at a computer) Public speaking Presenting data and recommendations to senior managers Undertake relevant professional development and training
Radiation areas	Will not be required to work in radiation areas without close supervision. Opportunities exist for basic radiation safety training.
Clearance requirements	Satisfy ANSTO pre-employment security and medical clearance requirements Hold an NV2 clearance.

Workplace Health & Safety

Role requirements are detailed in ANSTO's AP-2362 WHS Management System	As a Worker: <ul style="list-style-type: none"> • Take reasonable care for their own health and safety • Take reasonable care that their acts or omissions do not adversely affect the health and safety of other persons • Comply, so far as the worker is reasonably able, with any reasonable instruction that is given by ANSTO • Co-operate with any reasonable policy or procedure of ANSTO relating to health or safety at the workplace that has been notified to workers.
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ORGANISATIONAL CHART

Refer to the published organisation chart.

KNOWLEDGE, SKILLS AND EXPERIENCE

1. Degree or higher in management, security, intelligence or other relevant discipline or demonstrated equivalent experience within law enforcement, military, national security or a similar environment.
2. Demonstrated ability to quickly assimilate and apply nuclear security and nuclear safeguards requirements for a nuclear or other highly regulated facility.
3. Significant experience at a senior level in the design, delivery, and management of security operations in a complex operating environment.
4. Highly developed communication, negotiation and interpersonal skills, and extensive experience in liaising with senior government officials.
5. Experience in regulatory compliance and risk management in an operational environment.
6. An ability to rapidly develop appropriate engagement with external regulators, emergency services, Defence and intelligence partner agencies.
7. Intelligence analysis qualification and experience demonstrating well-developed analytical thinking, problem solving and high-level reporting abilities. An associated requirement is the ability to establish and maintain effective research, an intelligence collection plan, threat assessment and provide strategic advice that anticipates emerging priorities.
8. Excellent planning and organisational skills with a demonstrated ability to work under pressure, manage competing priorities and meet deadlines while maintaining composure and

productive relationships. Provide leadership in implementing and promoting a climate of necessary change and continuous improvement.

9. Sound project management skills to at least intermediate level and experience applying PM methods to develop and implement a new program.

VERIFICATION

This section verifies that the line manager and appropriate senior manager/executive confirm this is an accurate reflection of the position requirements.

Line Manager	Hiring Delegate
Name: Travis Van der Velden	Name: Dr Miles Apperley
Title: Chief Security Officer	Title: Group Executive Nuclear Safety, Security and Stewardship
Signature:	Signature:
Date:	Date: