



POSITION DESCRIPTION

Position Title:	Senior Manager, Safety
Cluster / Business Unit / Division	Nuclear Operations and Nuclear Medicine (NONM)
Section or Unit:	Nuclear Medicine
Classification:	Band 8
Position Description Number:	PD-2519
Job Family:	Human Resources
STEMM/NON-STEMM:	NON-STEMM
Work Contract Type:	Professional

POSITION PURPOSE

The primary purpose of the Senior Manager, Safety is to deliver excellent outcomes for our Nuclear Medicine business and our customers. The role is part of the Nuclear Medicine senior leadership team, and significantly contributes to the objectives supporting safe, secure, and sustainable supply of nuclear medicine.

The role is accountable to provide leadership of Nuclear Medicine's safety, managing the delivery, implementation, and continuous improvement of the systems supporting the operations within Nuclear Medicine. As a role model of ANSTO's values, you lead a team of safety, capability, and risk experts, ensuring our operations operate within our compliance obligations and the expectations of our business, teams and customers.

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 Nuclear Medicine, 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.

Nuclear Medicine is engaged in the manufacture and sales of radiopharmaceutical and radiochemical products. Manufacturing is based upon the GMP Code of Manufacturing, where processes must meet certain standards and Quality Control (QC) is essential and also on just-in-time principles, where all processes are extremely time-critical.

Nuclear Medicine has a dominant market share position in Australia and is expanding into the global market. Nuclear Medicine Products operates under external regulatory requirements such as ISO 9001, ARPANSA and TGA, within ANSTO's procedural framework and in oversight by the ANSTO Board. Over 500,000 Australian patients benefit from Nuclear Medicine Products radiopharmaceuticals annually.

ACCOUNTABILITIES & RESPONSIBILITIES

Key Accountabilities

Senior Leadership Team

- Provide input, advice and support to the General Manager, governance bodies and the broader ANSTO community, to ensure the strategic objectives of ANSTO and Nuclear Medicine are aligned, and plans are in place to meet set objectives.
- Deliver performance excellence as assessed by the business balanced scorecard and key performance indicators.
- Continue to build a great place to work in Nuclear Medicine, consistent with ANSTO's values and desired high reliability culture.

- Provide strategic input, coaching and mentoring for internal functions within Nuclear Medicine and externally in finance, safety, and risk.
- Assist with the development of plans and processes for the installation and operation of new nuclear medicine products and capabilities.
- Assist with coherent planning for securing funding and installing new capabilities for the facility to promote the facilities growth.
- Provide leadership and commitment to achieving excellence by encouraging continuous learning, knowledge sharing and fostering an environment for creativity and innovation.
- Contribute to strategic and operational decision making as a Senior Manager and member of the Senior Leadership Team.

Senior Manager, Safety

- Lead the design and delivery of Nuclear Medicine's safety and capability strategy. Ensure this aligns to ANSTO's strategic direction and executable business plans.
- Lead and manage the day-to-day safety and capability performance and within Nuclear Medicine consistent with its regulatory and compliance obligations, workforce plan, operational objectives, and financial budgets, thus ensuring that service obligations to customers are met.
- Develop and deliver programs on hazard and risk management, building staff capability and awareness of the risk within Nuclear Medicine.
- Engage in complex cross functional problems through a systematic, risk-based approach.
- Lead the integration of a standardised approach to a competency-based training system throughout NONM, actively leveraging industry best practice and advanced technology to persuade stakeholders of its importance and effectiveness.
- Leverage the vast expertise of ANSTO enabling teams to commission/develop appropriate material and interventions that improve and enhance Nuclear Medicine's performance.
- Management of the function's human resources through selection, training, development, performance management and review, recognition and coaching/mentoring of direct and indirect employees. Ensure the sustainability of the function through effective succession and workforce planning, talent management and employee development activities.
- Identify potential threats in safety that can impact operational performance and sustainability. Develop and/or support actionable plans for front line managers to manage/mitigate these threats.
- Build and strengthen extensive internal and international networks, to ensure that Nuclear Medicine's capabilities are widely recognised.
- Undertake additional duties as required and during period of leave of other staff.

Decision Making

- Safe and compliant performance as required by ANSTO and our regulators.
- Safety KPIs and plan for Nuclear Medicine
- Management of related issues for direct and dotted line reports
- Matters relating to execution of delegated integration activities
- Operational matters relating to resources, proposals, new initiatives, projects, priorities, budgets, timelines etc. within the areas of responsibility that may be escalated to the role.
- Development opportunities and training for direct reports
- Performance related matters
- 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

- Leading a multi-disciplined, direct and matrixed team to support a 24x7 manufacturing operation of different needs, maturity and expectations
- Sustained delivery of the safety performance standards in both ageing and new infrastructure
- Establishing consistency in the execution of identified programs within Nuclear Medicine
- Adaptation of initiatives and expectations from ANSTO to meet the needs of Nuclear Medicine
- Initiate and manage change, allocate resources effectively, identify and manage risks
- Maintaining the space for strategic thinking in an environment of complex operational execution
- Delivering best in class customer service levels within a make to order supply chain
- Ensuring compliance obligations across TGA, ARPANSA, ASNO, ANSTO and other agencies are delivered in full everyday
- Building the engagement and capability of the diverse team

KEY RELATIONSHIPS

Who	Purpose
Internal	
General Manager	<ul style="list-style-type: none"> • Multiple times per week for discussions on operational and strategic matters affecting the business
Senior Leadership Team	<ul style="list-style-type: none"> • Daily to enable facility-wide decision making and direction.
ANSTO Board	<ul style="list-style-type: none"> • As required on safety matters
WHS Committee	<ul style="list-style-type: none"> • Monthly, key sponsor of Nuclear Medicine committee
Operations Manager/Project Office/Governance Group (PGG)	<ul style="list-style-type: none"> • Weekly, supporting the delivery of the capital program
High Reliability	<ul style="list-style-type: none"> • Frequently as the conduit to drive safety performance
Finance	<ul style="list-style-type: none"> • Monthly expenditure, forecasting and budgeting reviews
HR Team	<ul style="list-style-type: none"> • Weekly
Work area team members	<ul style="list-style-type: none"> • Provide expert advice and analysis on a full range of matters, • Contribute to group decision making processes, planning and sales goals, • Collaborate and share accountability, • Negotiate and resolve conflicts,
Direct Reports	<ul style="list-style-type: none"> • Provide leadership, guidance and support • Set performance requirements and manage performance and training development • 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
Internal Stakeholders	<ul style="list-style-type: none"> • ANSTO Service Providers • Monitor KPIS
External	
Safety forums, external partners	<ul style="list-style-type: none"> • Seek out external best practices for adoption into ANSTO • Build partnerships with external industries
Suppliers	<ul style="list-style-type: none"> • Provide input to KPIS and Service Level Agreements (SLA)'s
Industry Regulators	<ul style="list-style-type: none"> • Ensure compliance with relevant regulations
Licensing Authorities - TGA	<ul style="list-style-type: none"> • Compliance with TGA and GMP code

POSITION DIMENSIONS

Staff Data	
Reporting Line	General Manager, Nuclear Medicine

Direct Reports	4 direct reports
Indirect Reports	Supports Nuclear Medicine front line leaders, all functions. Conduit to High Reliability

Financial Data (2022/2023)

Revenue / Grants	\$105M, significant contributor to sustainability of revenue
Operating Budget	\$0M (annual)
Staffing Budget	\$1m
Capital Budget	\$90M (5 yrs), significant contributor
Assets	\$nil

Special / Physical Requirements

Location:	<ul style="list-style-type: none"> Lucas Heights Working in different areas of designated site/campus as needed
Travel:	<ul style="list-style-type: none"> May be required to travel to ANSTO sites from time to time May be required to travel both internationally and nationally from time to time
Physical:	<ul style="list-style-type: none"> Office based physical requirements (sitting, standing, minimal manual handling, movement around office and site, extended hours working at computer) Public speaking Wearing personal protective equipment for the handling of hazardous and/or radioactive materials
Radiation areas:	<ul style="list-style-type: none"> 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:	<ul style="list-style-type: none"> Willingness to work extended and varied hours based on operational requirements After hours work will be required on a regular basis
Clearance requirements:	<ul style="list-style-type: none"> Satisfy ANSTO Security and Medical clearance requirements Obtain and maintain appropriate federal government clearance

Workplace Health & Safety

Specific role/s as specified in AG-2362 of the ANSTO WHS Management System	All Workers 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 qualifications in related disciplines and a post graduate qualification in Work Health & Safety or relevant extensive experience

2. Demonstrated leadership skills, with an emphasis on change management, motivating, coaching and mentoring staff within FMCG/Pharmaceutical or a similar manufacturing industry.
3. Strong interpersonal and communication skills, with the ability to interact and communicate with a varied and multidiscipline audience, develop and maintain productive working relationships.
4. Demonstrated personal commitment to build high performing teams within an industry leading safety and performance culture.
5. High level negotiation skills with the capacity to influence key internal and external stakeholders including the regulators.
6. Competency and experience in leading incident investigations.
7. Demonstrated ability to identify, manage and mitigate risks particularly within a high hazard environment.
8. Leverage industry thought leadership to strengthen Nuclear Medicine's delivery.
9. Member(or eligible) of the Australian Institute of Health and Safety (AIHS)

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:	Ian Martin	Name:	Pamela Naidoo-Ameglio
Title:	General Manager, Nuclear Medicine	Title:	GE NONM
Signature:		Signature:	
Date:		Date:	