



JOB TITLE: Director	POSITION NUMBER: JTS20052	CLASSIFICATION: Level 8
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AWARD Public Sector CSA Agreement	POSITION TYPE Contract Full Time																
GROUP Industry, Science and Innovation	BRANCH Innovation																
POSITION REPORTS TO JTS17112 - Executive Director	POSITIONS REPORTING TO THIS POSITION <table border="0"> <tr><td>Project Officer - (JTS17080)</td><td>L3</td></tr> <tr><td>Project Officer - (JTS17071)</td><td>L4</td></tr> <tr><td>Project Officer - (JTS17022)</td><td>L5</td></tr> <tr><td>Senior Project Officer - (JTS17013)</td><td>L6</td></tr> <tr><td>Senior Project Officer - (JTS17072)</td><td>L6</td></tr> <tr><td>Principal Policy Officer - (JTS17020)</td><td>L7</td></tr> <tr><td>Principal Policy Officer - (JTS21055)</td><td>L7</td></tr> <tr><td>Principal Program Officer - (JTS17073)</td><td>L7</td></tr> </table>	Project Officer - (JTS17080)	L3	Project Officer - (JTS17071)	L4	Project Officer - (JTS17022)	L5	Senior Project Officer - (JTS17013)	L6	Senior Project Officer - (JTS17072)	L6	Principal Policy Officer - (JTS17020)	L7	Principal Policy Officer - (JTS21055)	L7	Principal Program Officer - (JTS17073)	L7
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PURPOSE OF POSITION

Provides leadership and guides the provision of strategic advice on innovation policy issues, and manages the delivery of related programs to develop the State's and innovation capacity and capability; encourages collaboration between government, industry and academia; promotes innovation ecosystem achievements; administers funding and leverages investment.

CORPORATE CONTEXT

The Department of Jobs, Tourism, Science and Innovation is Western Australia's lead agency for economic development, international trade and investment, and tourism. It also leads the promotion and development of the defence, international education, science and innovation sectors in Western Australia. For further information please visit our website at www.wa.gov.au/JTSI

GROUP CONTEXT

The Industry, Science and Innovation group collaborates with industry, government, and the research and innovation sectors to diversify the economy and create jobs through improved local industry capabilities and participation. It also promotes WA's defence and science industries and innovation capability and capacity.

OPERATIONAL CONTEXT

The Science and Innovation Division works collaboratively with industry, government, and the research and the innovation sectors to diversify the economy and create jobs through the development of Western Australia's scientific and innovation capability and capacity.



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ROLE SPECIFIC RESPONSIBILITIES

- Leads, develops and implements strategic or innovation priorities and initiatives in the context of whole-of-government priorities, while taking into account wider policy drivers and government objectives.
- Engages with stakeholders to identify and manage risks, feasibility and expected outcomes of strategic innovation policies and initiatives on industry, stakeholders and the current and future government policy agenda.
- Investigates innovative approaches and anticipates and adapts to changes in policy priorities, to ensure that policy objectives respond to sector-wide issues with a focus on sustainable and long-term benefits for Western Australia.
- Applies and works flexibly with the processes and principles involved in policy development such as circulars, cabinet and parliamentary procedures, Executive Council guidelines and regulatory guidelines.
- Leads, coordinates and manages team activities to deliver outcomes. Provides support and mentoring to team members.
- Works collaboratively with other teams within the Science and Innovation Division to support the delivery of strategic innovation priorities and initiatives.
- Manages competing agendas from various interest groups by building strong, productive relationships and establishing effective collaborations with partners and stakeholders.
- Engages in high level negotiation and manages conflicts proactively.
- Briefs senior decision makers on adverse feedback and risk management issues when, or if, they arise and proposes ways in which these issues can be managed.
- Contributes to the Science and Innovation Division's business planning and systems, process development and performance. Works effectively across the Industry, Science and Innovation Group to support Group level goals.
- Performs other duties as required.

CORPORATE RESPONSIBILITIES

- Demonstrates effective leadership and integrity by complying with the Departmental Code of Conduct and all Policies and Procedures.

JOB REQUIREMENTS

Essential

- Experience in leading the management of strategic priorities and initiatives in one or more of the following: innovation policy, economics, industry development, program design, implementation and evaluation, project management, or strategic planning.

Desirable

- Innovation Industry experience and/or significant experience working within an innovation ecosystem to achieve results.

CAPABILITIES

- Drives evidence-based policy, research and advice that anticipates and aligns with the strategic objectives of the Department and the Government.
- Delivers desired outcomes through successful policy implementation and effective monitoring and evaluation of policy performance.
- Builds strategic relationships with stakeholders and clients in government and industry.
- Leads teams through empowering and encouraging them to take responsibility and achieve results.
- Distils core issues and presents these in a clear, concise and articulate manner that is persuasive and facilitates negotiations.



Job description form

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PRE-SCREENING OR OTHER ELIGIBILITY REQUIREMENTS	Not Applicable
JOB LOCATION	1 William Street - Perth
ACCOMMODATION AND/OR SPECIAL ALLOWANCES	Not Applicable

Approved Date
27-AUG-2021