



Position Description

Position Title:	Assistant Director Cyber Security	Classification Level:	8
Position Number:	33252	Reports to:	Chief Digital Officer L9
Directorate:	Service and Invest	Supervises:	4 FTE
Branch/Section:	Technology Services / Cyber Security	Location:	Perth Metropolitan Area



Empathy Collaboration Growth Clarity

Our Values

Our values define who we are, how we communicate, interact, develop and work together. Our values underpin everything we do.

Our values: **Clarity, Empathy, Collaboration** and **Growth**.

Role Summary

The Assistant Director Cyber Security is accountable for leading the design, implementation, and maintenance of an effective information security strategy for the Department of Finance (Finance). The role ensures that all information assets are protected from internal and external threats, regulatory compliance is maintained, and security incidents are identified, responded to and reported in a timely manner.

This is a critical leadership role that requires a deep understanding of information security principles, including risk assessment, threat management, and incident response. The Assistant Director Cyber Security works closely with senior leadership, and engages with DGov and key stakeholders within private industry, to align the information security strategy with the Finance's business objectives. The role also collaborates across Finance to ensure that security requirements are integrated into new projects and initiatives.

Responsibilities

- Lead the development, implementation and maintenance of an effective information security strategy that aligns with the Finance's business objectives.
- Ensure that all information assets are protected from internal and external threats through the implementation of appropriate security controls.
- Lead the development and maintenance of policies and procedures related to cyber security that comply with regulatory requirements.



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- Conduct regular risk assessments to identify potential security threats and vulnerabilities and develop mitigation strategies.
- Lead the development and implementation of cyber security awareness training programs for employees to ensure that they are aware of their role in protecting information assets.
- Develop and maintain relationships with external stakeholders, including regulators, law enforcement agencies, and industry associations.
- Ensure that security incidents are identified, investigated, and reported in a timely manner.
- Manage the budget for the cyber security function and ensure that resources are allocated effectively.
- Ensure that disaster recovery and business continuity plans cater for security breach or other cyber security disaster.
- Stay up-to-date with emerging threats and trends in information security and ensure that Finance is prepared to respond to them.
- Proactive team leadership that focuses on building customer relationships and the strong promotion of continuous improvement in a new and uncertain technological environment.
- Build relationships with and influence critical stakeholders within the WA Government sector (DGov) and private industry to improve the cyber security posture of Finance and WA Government.
- Develop security architecture, principles, policies, practices, standards and frameworks that support the design, implementation, and provision of digital services.
- Provide risk and security assurance to business initiatives, projects and operations, ensuring compliance against architecture policies, standards, roadmaps and strategies.
- Demonstrate Finance's values in all interactions to contribute towards an innovative, customer focused, high-performing and values-led organisational culture.
- Demonstrate the expected leadership behaviours and mindsets in the context of Leading Leaders.
- Perform other duties as directed.

Essential Requirements

- Substantial knowledge and experience in information security and risk management controls, technologies, methodologies, and frameworks within a government or large corporate environment using cloud-based technologies.
- Substantial knowledge of information security principles, including risk assessment, threat management and incident response.
- Substantial experience in leading cyber security strategic planning and effectively managing complex information security related projects.
- High-level written and verbal communications with demonstrated ability to influence effectively and lead the delivery of a customer-centric service.

Desirable

- Relevant tertiary qualifications and/or an equivalent level of skills, knowledge and experience.
- Possess CRISC, CISA, CISM, CGEIT, TOGAF, or SABSA certification and/or equivalent experience.
- Experience with WA Government cyber security policy (Essential Eight).



Leadership Context

We believe all our people are leaders. We consider leadership to be critical to the success of Finance and the public sector and, to support this, we have adopted **Leadership Expectations**. This role operates in **Leading Leaders** context. It is essential that you demonstrate the expected behaviours in the context of the role (additional detail provided in separate attachment).

- **Lead collectively:** Seek and build key relationships, work together, and focus on the greater good.
- **Think through complexity:** Think critically, work with ambiguity and uncertainty, assess solutions and impacts, and take calculated risks.
- **Dynamically sense the environment:** Be in tune with the political, social, and environmental trends that impact the work; understand and recognise the needs of others and leverage relationships for desired outcomes.
- **Deliver on high leverage areas:** Identify priorities, pursue objectives with tenacity and display resilience in the face of challenges.
- **Build capability:** Proactively develop others; share learning to promote efficiency and effectiveness; and champion diversity and inclusion.
- **Embody the spirit of Public Service:** Display empathy, compassion, humility and integrity, and a genuine passion for the work; demonstrate a responsibility to Western Australians; and work in the interest of the public good.
- **Lead adaptively:** Continuously seek to understand personal strengths and areas for improvement, be adaptive to change and adjust leadership style in different contexts.

Pre-employment requirements

Australian Permanent Residency is a minimum requirement for permanent appointment to the WA Public Sector. For a fixed term contract or casual appointments, applicants require a valid Work Visa for the duration of the entire term.

Appointment is subject to 100 point identification check and Criminal Records Screening clearance.

Certification

Verified by: M.McLeod, Senior HR Consultant, March 2024

Classification Evaluation Date: D.Paul, Senior HR Consultant, December 2023

