POSITION DESCRIPTION

Position Number	00015986
Position Title	Manager Data Innovation Laboratory
Classification	Level 8
Division	Purchasing and System Performance
Directorate	Information and System Performance
Branch	Data and Information Systems
Position Status	Permanent
Award	Public Service and Government Officers General Agreement
Site Location	East Perth

ORGANISATIONAL ENVIRONMENT

Our Vision	A WA health system that delivers safe, high quality and sustainable services that support and improve the health of all West Australians.
Our Mission	To lead and steward the WA health system.
Our Values	Respect, Excellence, Integrity, Teamwork, Leadership

REPORTING RELATIONSHIPS

Division: Purchasing and System Performance

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Executive Director, Position Number: 00014100
Directorate: Information and System Performance

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Director, Position Number: 00014333
Unit: Data and Information Systems

⬆

This Position

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Directly reporting to this position:

Title & Position Number	Classification	FTE
Data Scientist Lead 00014957	PSO Level 8	1
Systems Team Lead 00015153	PSO Level 7	1
Applications Development Team Lead 00015154	PSO Level 7	1

KEY RESPONSIBILITIES

The Manager Data Innovation Laboratory is responsible for the technical infrastructure design and execution of technology deployment activities across the directorate. The position will drive the consistent delivery and adoption of Data and Information Solutions including custom applications and machine learning models and is the Solution Architect for the directorate.

The position provides strategic leadership and high level technical advice on complex scale projects by providing solution architectural and implementation guidance throughout the entire system lifecycle, creating and maintaining deliverables that enable adoption and operation of Data and Information tools, and manage relationships in order to identify and mitigate risks.

BRIEF SUMMARY OF DUTIES

This section outlines the results and outcomes required of an individual in this position.

Employees are required to undertake all duties and responsibilities in accordance with Department of Health WA Code of Conduct, Policies/Procedures and relevant legislation.

Role-Specific Responsibilities

Manages complex projects and provides high level advice on the technical infrastructure design and execution of technology deployment activities to support the consistent delivery and adoption of Data and Information Solutions

Develops and leads the delivery of web based applications, machine learning models and data systems and tools that enable the system manager to oversee all aspects of health service performance.

Undertakes research into new technologies and methods of delivering data (including linked data) and information to key stakeholders.

Collaborates with internal teams to define reference architectures and operational processes that will enable globally consistent operation of Data and Information tools, pipelines and processes (including on-premises, hybrid and cloud-based products)

Prepares technology deliverables and author related communications for all changes to Data and Information technologies that will be consumed by stakeholders

Oversees the development and maintenance of technology implementation documentation and related technical training materials used by stakeholders to install, operate and manage Data and Information technologies across infrastructure as well as hosted cloud environments

Oversees the direct support to stakeholders by issuing routine communications regarding maintenance releases, patches and version migrations across the Data and Information portfolio

Contributes to policy, monitors and reviews data quality through appropriate data governance and assurance processes and ensures the availability of high quality and accurate data.

Strategic Analysis, Management and Reporting

Ensures data collected and information provided to clients is robust, accurate and available in a timely manner.

Provides strategic advice to the Director, Data and Information Systems and key internal and external stakeholders as required.

Provides expert advice and direction on the use of data repositories, data management and extraction techniques, driving the development of innovative information dissemination/reporting solutions including data science and machine learning approaches that utilise a range of emergent technologies and enable predictive, evidence-based decision making at all levels of the organisation.

Leadership

Provides strategic direction and high level technical leadership to the section, and develops, coaches and manages others to ensure achievement of key deliverables.

Leads the delivery of Data and Information Solutions that enable the system manager to oversee all aspects of health service performance.

Provides management and leadership of the applications and systems functions within the Department, including the provision of expert specialised advice on web technology, data science and big data trends and developments, and champions efforts for continuous improvement in methodologies.

Liaison, Representation and Stakeholder Development

Builds and maintains strong working relationships with key internal and external stakeholders in order to maintain business knowledge, understand prioritisations and effectively liaise, consult, negotiate and collaborate to achieve these.

Develops and leads effective consultation processes with stakeholders across the WA health system to ensure Department of Health data collections meet system manager requirements and reform initiatives.

Represents the Department of Health in business and professional dealings and on committees and at high level State and National forums as required.

Leads, participates in and/or supports working parties and project teams involved with associated projects.

Corporate Responsibilities

Leads by example and promotes integrity and professionalism and encourages these standards in others through a culture of collaboration, openness, respect and empowerment.

Provides effective leadership within corporate policies and procedures, and ensure staff demonstrate expected behaviours, aligned with both departmental and broader public sector Codes of Conduct and legislative requirements.

Ensures allocated human, financial and physical resources for the section are managed effectively within policy and budget parameters against agreed targets, performance standards and objectives.

Undertakes other duties as required.

WORK RELATED REQUIREMENTS

Applicants should demonstrate their capacity to meet the following criteria which should be read in conjunction with the specific responsibilities of this role.

Essential Selection Criteria
1. Substantial demonstrated experience in contemporary infrastructure solution design and execution of current technology deployment activities to support delivery of data and information solutions within a large organisation. 2. Demonstrated experience leading applications design and development and creating application roadmaps which align to strategic priorities. 3. Demonstrated ability to provide strategic leadership and manage teams and promote an effective collaborative working environment. 4. Highly developed interpersonal, communication and negotiation skills to influence people in the achievement of objectives. 5. Demonstrated ability to establish and maintain strong working relationships across the sector to shape, manage and successfully implement strategy. 6. Demonstrated high level conceptual, analytical and problem solving ability within a complex and evolving technology and business environment.

Desirable Selection Criteria
• Possession of a relevant professional industry or tertiary qualification is highly desirable • Experience with contemporary software development methodologies, tools and environments • Experience of data science methodologies and approaches including development of machine learning models for deployment within applications and contemporary platforms.

Appointment Factors	– Successful 100 point Identification Check. – Successful Criminal Record Screening Clearance. – Successful Pre-Employment Integrity check.

CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Manager/Supervisor	Director/Division Head
NAME:	NAME:
SIGNATURE:	SIGNATURE:
DATE:	DATE: