**Director Data Governance, Level 8 (DPC25047)**

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| Division/Directorate: | Office of Digital Government | Reports to: | Chief Data Officer |
| Branch/Section: | Data Unit | Supervises: | 4 FTE |
| Location: | West Perth |  |  |

# Our vision is to lead a connected government that delivers a brighter future for Western Australians.

The Department of the Premier and Cabinet (DPC) leads the public sector in providing whole-of-Government advice and support to the Premier and Cabinet in their service of the WA community.

Our areas of responsibility include Office of Digital Government, Intergovernmental Relations and Strategic Priorities, Aboriginal Engagement and Community Policy, Infrastructure, Economy and Environment and State Services.

Join us and work in a role where you can make a real difference to the lives of children, families, individuals and communities throughout Western Australia.

# Our values, *Leadership, Connection and Impact*, underpin the way we work.

The Data Unit is an interdisciplinary team dedicated to enhancing the use of evidence across the public sector to support better decision making and policy development. We work with a wide range of agencies to address the State’s most complex social, health, environmental and economic challenges. Our work plays an important role in shaping strategy, improving operations and strengthening service delivery across the entire public sector.

# About the Role and Responsibilities

The Director Data Governance provides high-level leadership in support of the Chief Data Officer’s statutory responsibilities under the *Privacy and Responsible Information Sharing Act 2024* (PRIS Act)*.* The role plays an important role in identifying and addressing barriers to data sharing and provides strategic advice on interagency data projects and initiatives. This position leads efforts across the public sector to ensure alignment on policies and guidance related to data governance, records and information management.

### Policy and Governance Development

* Supports the Chief Data Officer in fulfilling statutory functions under the PRIS Act 2024, including:
* Preparing reports for Parliament via the responsible Minister
* Maintaining public registers of key matters such as reform uptake;
* Drafting regulations, policies and guidance to support sector-wide information sharing;
* Supporting Information Holdings Requests to catalogue and promote visibility of government data assets; and
* Developing templates and supporting materials for use across the sector.
* Collaborates with the Office of the Information Commissioner to ensure successful co-delivery of the PRIS Act objectives.

**Data Sharing and Policy Alignment**

* Advises on data sharing projects, working closely with other Directors in the Data Unit to identify and address barriers.
* Works across the sector to improve alignment of policies and guidance on data, records, and information management.
* Provides clear advice on pathways and options for data sharing, under the legislation and more broadly, for key interagency projects that require data sharing.
* Leads implementation of the WA Government Information Classification Policy.

### Stakeholder engagement

* Engages with a wide range of stakeholders including public sector agencies, medical researchers, Aboriginal community-controlled organisations, community service providers, universities and other jurisdictions to provide accurate advice to support inter-entity data sharing projects.
* Establishes and oversees interagency committees and forums, such as the PRIS Advisory Committee and an Information Management Community of Practice.
* Builds sector-wide readiness and capability in information sharing.

### Leadership and management

* Fosters a high-performance culture that supports staff to achieve results in a positive and collaborative environment.
* Leads and motivates a team to develop policy and guidance that supports the sector in sharing data safely to make decisions and drive change.
* Contributes to the direction, operations and outcomes of the Data Unit management team.

## Corporate Responsibilities

* Exhibits accountability, professional integrity and respect consistent with DPC Values, the Code of Conduct, and the public sector Code of Ethics.
* Takes reasonable care to protect your own safety and health at work, and that of others by co-operating with the safety and health policies and procedures of the Department and complying with all provisions of the *Work Health and Safety Act 2020*
* Undertakes other duties as required.

## Work Related Capabilities (Selection Criteria)

1. Extensive ability in high level policy and governance development
2. Proven ability to lead and influence external stakeholders, including senior executive and technical experts, to collaborate effectively and achieve outcomes
3. Demonstrated leadership and management experience, including the ability to lead specialist teams
4. Highly development analytical skills with a demonstrated ability to solve complex, multifaceted problems and identify solutions
5. Exceptional written communication skills, with the ability to develop specialist instruments such as regulations, guidance, cabinet submissions, and frameworks

For permanent appointments you must also be eligible to live and work in Australia indefinitely. Employees engaged on fixed term appointments need a valid work visa for the duration of their contract.

Appointment is also dependent on a 100-point identification check and Criminal Records Screening Clearance.

# Certification

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| Date: 26/06/25 |  | Date: 26/06/25 |  |