

Safe Work Australia Application Kit

# Director, Research Strategy

(VN-0742710)

## POSITION DETAILS

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<b>Classification:</b>	Executive Level 2 (EL2)
<b>Position Number:</b>	60622
<b>Salary:</b>	\$142,828 - \$171,207 (plus 15.4% superannuation)
<b>Employment type:</b>	Ongoing and/or Non-ongoing Full time (37.5 hours)
<b>Section:</b>	Research
<b>Branch:</b>	Enabling Services
<b>Location:</b>	Canberra, ACT
<b>Contact Officer</b>	Duncan Cambray (02) 6121 7200 or <a href="mailto:Duncan.Cambray@swa.gov.au">Duncan.Cambray@swa.gov.au</a>
<b>Closing Date</b>	<b>11.30pm (AEST) Thursday 13 June 2024</b> Extensions may be granted in exceptional circumstances only.

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## Your Role

Safe Work Australia (SWA) is seeking a highly motivated leader with outstanding project management skills, a flair for innovation and strong strategic engagement capability to help reinvigorate its research function.

The Director, Research Strategy will establish and lead a small section with a big agenda. In the first 9 months you will marshal resources to deliver a work health and safety (WHS) summit, which will bring SWA Members, researchers and other relevant experts together in a new forum to exchange ideas, discuss knowledge gaps and set research priorities into the future.

Separately, you will also be working closely with internal and external stakeholders to consider how we will support and deliver research into the future. Competitive grants, collaborative partnerships and support for early-career researchers are among several ideas to be considered.

To deliver effectively in the role, you will be an energised self-starter with a delivery focus, and have:

- the ability to stand up, inspire and guide a team towards achieving strategic objectives
- a willingness to embrace, manage and evaluate risk in decision-making and delivery of outcomes
- experience designing and administering grant opportunities in the Commonwealth context, and
- proficiency initiating, establishing, and maintaining relationships with diverse stakeholders to promote Agency objectives and achieve common goals.

We need a person with a strategic mindset, strong analytical ability and someone who can see beyond their immediate area and anticipate the needs of their section, branch and Agency and lead accordingly.

## Our Agency

SWA is a leading national policy body for WHS and workers' compensation. We represent the interests of the Commonwealth, states and territories, as well as workers and employers. We are a small Agency of around 100 people, yet our work plays a significant role in the lives of 13.5 million working Australians and their families through the provision of guidance to create safer and more productive workplaces, and the prevention of work-related death, injury and illness. As a national policy body, we do not regulate WHS laws or administer workers' compensation arrangements which is a matter for the Commonwealth, states and territories.

We provide generous terms and conditions and flexible working arrangements. We are committed to professional development, health and wellbeing, as well as maintaining an engaged and enthusiastic workforce. Our Agency has an active Workplace Inclusion Network and social club, and we participate in a range of corporate and charitable activities.

We pride ourselves on being an inclusive workplace. People from a culturally and linguistically diverse background, LGBTIQ+ people, Aboriginal and Torres Strait Islander people, people with disability and people with parenting or caring responsibilities are strongly encouraged to apply.

Centrally located in the Nishi Building in Canberra, our office has easy access to a variety of cafés and restaurants. We are also close to Lake Burley Griffin which provides excellent views as well as walking and cycle paths.

Find out more about [who we are and what we do](#).



## Our Section

Reporting to the Chief Corporate Officer, you will establish and lead the new Research section.

You will provide strategic leadership of the Research section, including:

- delivering the inaugural national WHS research summit, where participants can exchange ideas, discuss knowledge gaps and set research priorities
- establishing a multi-disciplinary team to deliver new research strategy and framework that ensures that the research and analysis that underpins policy decisions is robust and grounded in empirical evidence
- setting the strategic priorities and deliverables for the Research section
- collaborating across the WHS and workers' compensation ecosystem to influence the design, execution, and dissemination of high-quality research aligned to SWA's priorities
- fostering innovation through research, identifying new approaches and best practices for public service delivery
- building and maintaining strong relationships with key internal and external stakeholders, and
- building research capability within SWA, supporting staff development and fostering a culture of continuous improvement.

## Education and experience

Candidates with qualifications from a range of fields (e.g. public health, occupational health and safety, epidemiology, social sciences) and/or who have extensive experience in managing research projects and grants, preferably in the government context, could flourish in this role.

## Eligibility

To be eligible for employment with SWA, you must be an Australian citizen and you will be required to successfully undergo a police record check.

The successful applicant must be able to obtain and maintain a minimum of a Baseline level security clearance or hold a current security clearance of an appropriate level. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\)](#) website.



## How to apply

Our [website](#) provides guidance to assist you through the application and selection process.

To apply for this role, you will need to send the following to [recruitment@swa.gov.au](mailto:recruitment@swa.gov.au), by **11.30pm (AEST), Thursday, 13 June 2024**.

- a [completed application coversheet](#)
- a resume outlining your career history and qualifications
- a pitch (no more than 750 words) telling us how your skills, knowledge, experience, and qualifications make you the best person for the job.

Please include the following in the subject line of your email (in this order):

- job title
- classification, and
- vacancy number (VN) as per the APS Gazette.

Your application will be assessed against the EL2 [work level standards](#). Prior to preparing your response it is recommended you review the relevant work level standards and [Integrated Leadership System \(ILS\) Profile](#) relevant to the classification you are applying to.

Following the selection process, suitable applicants may be placed in a merit pool which can be used to fill similar roles within 18 months of the vacancy being notified in the APS Gazette.

Any queries relating to the submission of your application can be directed to the People Strategies section via [recruitment@swa.gov.au](mailto:recruitment@swa.gov.au) or by phoning 02 6240 5064.