



Head of Commercialisation Division & other policy divisions (SES Band 2)

Reports to

Deputy Secretary

Work base Location

The preferred location for the Head of Commercialisation Division role is Canberra. For other policy division roles Canberra, Sydney or Melbourne will be considered.

Who we are

The Department of Industry, Science and Resources and our broader portfolio are integral to the Australian Government's economic agenda. Our purpose is to help the Government build a better future for all Australians through a productive, resilient and sustainable economy enriched by science and technology. We do this by:

- growing innovative and competitive businesses, industries and regions
- investing in science and technology
- strengthening the resources sector.

In an increasingly complex and interconnected world, we work with other Australian Government agencies, states and territories, international counterparts and a range of external stakeholders. This enables us to deliver integrated policy advice and implement effective policies and programs.

Our portfolio is at the heart of the Government's plan to revitalise Australian industry and make the most of new and emerging technologies. This will create productive, sustainable and high-value jobs in the economy of tomorrow. The portfolio supports businesses and industries by reducing barriers to productivity, designing appropriate regulatory frameworks and providing targeted investment and services.

For more information about the department please refer to our website www.industry.gov.au.

The opportunity

We are looking for experienced and inspiring leaders to join our Senior Leadership team at the SES Band 2 level.

As a Head of Division, you will:

- contribute significantly to the delivery of government policy and programs
- influence the department's strategic direction and work with colleagues across government to advance the national interest
- deliver streamlined and effective coordination and services in support of our Ministers and Senior Executive
- build our organisational capability by providing intellectual leadership
- promote the role and work of the department across government.

You will work closely with the Senior Executive, other Heads of Division and Heads of Agencies from across the portfolio to ensure a connected and integrated department, with reduced silos and a creative and collaborative approach to problem solving.

We are establishing a Head of Division (SES Band 2) merit pool to fill immediate and potential vacancies nationally. Our department is responsible for a range of functions including the development and implementation of public policy and program design and delivery.

The following position is expected to be filled immediately filled through this recruitment process:

- Head of Commercialisation Division

Head of Commercialisation Division

The Commercialisation Division is responsible for the development and implementation of policies and programs to drive greater business innovation and commercialisation. We do this by supporting Australian entrepreneurs and businesses to invest in R&D, grow their business and take their novel ideas to market, including through encouraging private investment, supports a resilient and more competitive economy.

The Division consists of three branches and also provides support to, and delivers a range of programs on behalf of, Industry Innovation and Science Australia, its committees or other agencies:

- The Research & Development Tax Incentive (R&DTI) Branch is responsible for policy and program analysis and advice on business research and development and delivering the R&DTI program, in partnership with the Australian Tax Office.
- The Venture Capital and Entrepreneurship Branch is responsible for policies and programs creating an environment to increase commercialisation by entrepreneurs and innovative businesses.
- The Office of Industry Innovation and Science Australia is a small, dynamic team that supports the IISA Board achieve its legislated objectives.

The preferred work base location for the Head of Commercialisation Division is Canberra and requires an NV1 security clearance.

Our ideal candidate

Our ideal candidate will have the gravitas to lead the department's strategic positioning across government and effectively represent portfolio perspectives on agendas vital to Australia's economic future.

As a key leader and representative of the department, your common sense, political nous and ability to navigate ambiguity and uncertainty will be key to success in this role.

We are seeking a candidate with:

- well-developed knowledge and understanding of the portfolio's responsibilities
- high order leadership skills
- demonstrated excellence in people management
- proven ability to establish, build and maintain productive working relationships to achieve outcomes
- resilience, integrity and personal accountability in the management of a demanding portfolio of complex work
- excellent stakeholder engagement and advocacy skills
- analytical abilities of a high order and experience in solving complex issues
- demonstrated ability to maintain a strategic focus, recognise opportunities and deliver outcomes.

We encourage applications from diverse backgrounds and experiences. We strongly believe that diversity of experience, perspective, and background makes for a richer work environment for our employees and better outcomes for Australia.

How to apply

Before applying, please obtain selection documentation from the Executive Intelligence Group vacancies page <https://executiveintelligencegroup.com.au/>. **Ref. No. 963**. If, after reading the selection documentation, you require further information please contact **Tricia Searson** or **Karina Duffey** at **Executive Intelligence Group** on **(02) 6232 2200**.

- your CV including the contact details of 2 referees, and
- a 'one page pitch' (500 word maximum) telling us how your skills, knowledge, experience and qualifications makes you the best person for the job.

Your application must not contain any classified or sensitive information. This includes in your application response and CV.

If you require further information or assistance, please contact: **Executive Intelligence Group**.

Applications close Monday 11 November 2024.

Eligibility

To be eligible for employment in the APS and the department, candidates must be Australian Citizens.

The successful applicant will be required to obtain and maintain a security clearance at the specified level.