



Position: Executive Director – Corporate Strategy and Performance

Classification: SES Band 2

Location: Canberra ACT (consideration by exception for the preferred candidate to be based in Sydney with an expectation of regular travel to Canberra)

Job Reference: 105\_08/25

Division: Corporate Strategy and Performance

Salary: \$289,269 – \$316,331

Engagement Type: Ongoing | Full-time

Advertised: Commonwealth Gazette (20 August 2025)

Closing Date: 11:30pm, Wednesday 3 September 2025

Contact Officer: Karina Duffey, Executive Intelligence Group, 02 6232 2200;  
admin@execintell.com.au

More information: Visit our [Careers Page](#) and the [AIHW Enterprise Agreement](#)

A merit pool may be established from this recruitment exercise and used to fill similar positions within the Institute over the coming 18 months.



## About the AIHW

With more than 38 years' experience, the Australian Institute of Health and Welfare (AIHW) is Australia's authoritative source of health and welfare data and analysis. As an independent national information and statistics agency within the Commonwealth's Health portfolio, the AIHW publishes more than 400 data products each year, maintains and administers specialised national data standards and classifications, and supports high quality research.

The AIHW's vision of *'stronger evidence, better decisions, improved health and welfare for all Australians'* signifies our organisation's commitment to providing high quality, national data and analysis across the health, housing and community services sectors. This covers a wide range of areas, from health and welfare expenditure, hospital services, disease and injury, disability and mental health, to ageing, disadvantaged and vulnerable populations, homelessness, and First Nations health and wellbeing.

Building on its strong reputation and successful track record, the AIHW has recently refreshed its strategic direction and has embarked on a process of modernisation and enhancement of its processes, technology, communications and stakeholder engagement to better meet the changing needs of its diverse stakeholders and the wider community. This is an exciting opportunity to join and shape the future of our high performing organisation with its focus on embracing innovation, introducing new technologies and deepening its partnerships across health and welfare systems at national and jurisdictional levels.

## The AIHW Difference

The AIHW's [APS employee census results](#) attest to our positive and supportive workplace culture. We are an inclusive, flexible, and productive workplace where people are treated with respect and courtesy, and diverse and unique attributes are recognised and valued. Our results also show that we achieved top ten rankings in staff engagement, communication, wellbeing and SES manager scales out of 107 APS agencies.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development.

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQ+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

For more information, visit the [Benefits of working for the AIHW](#) page of our website.

## Position Summary

The **Executive Director – Corporate Strategy and Performance** reports to the Chief Executive Officer (CEO) and will lead and oversee the work of the newly established Corporate Strategy and Performance Division, which will comprise the Business, Communications and Publishing Group, the Data Integration and Governance Group and the Information and Communication Technology Office. The Executive Director – Corporate Strategy and Performance will also oversee the Strategic Implementation Office, the Advisory Services and Special Projects team, as well as the AIHW's Legal function.

The role shapes the delivery of strategies, functions and capabilities that underpin the organisation's performance in relation to data governance, financial and payroll management, audit and risk, human resources (HR), communications, web services, information and communication technology, security and property management, whole-of agency data linkage systems, and program/project management. Across these areas of responsibility, the Executive Director will identify and lead change, make clear and timely decisions and communicate direction to all staff, engendering a sense of shared purpose and contribution to the Institute's objectives.

As a member of the Executive Committee, the Executive Director shares responsibility for the effective leadership and management of the organisation. The role draws on substantial experience in managing complex cultural, structural and policy considerations in a diverse organisation to advise the CEO, Executive Team, managers and people leaders across the organisation. This includes design and implementation of systems and capabilities that have agency-wide impact and that underpin its capacity to deliver critical outcomes for governments, funders, stakeholders and the Australian community.

As the **Executive Director – Corporate Strategy and Performance** you will be responsible to:

- Work with the CEO to shape the strategic direction of the AIHW as a whole and, as a member of the Executive Leadership Team, support effective decision making and contribute to the efficient functioning of the Institute as well as its strategic positioning
- Support the CEO to make significant business decisions by providing high-level strategic and policy advice, reviewing organisational performance and risk, and monitoring the progress of priority workstreams
- Provide strategic leadership in overseeing the work of the Division, including developing annual work plans, establishing expectations and priorities, managing resources and improvement initiatives and developing capability within the Division
- Develop and implement the organisation's financial and workforce strategy in consultation with other members of the Executive Committee and provide expert advice and recommendations to the CEO, the Executive Committee, the Risk, Audit and Finance Committee and the Board
- Lead the design and implementation of financial and other corporate controls, systems, frameworks and policies across the Institute, ensuring compliance with legislative and statutory requirements and regulations
- Oversee and facilitate AIHW's data governance and privacy functions including the work of the AIHW Ethics Committee
- Provide leadership to ensure delivery of the AIHW's data integration work to enhance its data linkage capabilities, support and align with national linkage strategies and establish data integration infrastructure
- Work closely with the CEO to implement strategic initiatives aimed at improving AIHW's capabilities, processes, products, culture and strategic positioning, ensuring delivery on a range of priority projects

- Develop and maintain strong and effective working relationships with key internal and external stakeholders, including the AIHW's Portfolio Department (the Department of Health, Disability and Ageing); and other government departments and agencies at national and jurisdictional levels
- Oversee planning and delivery of a wide range of corporate and enabling services functions and activities, including:
  - Planning and delivery of HR policies, processes and systems, ensuring the maintenance of high-quality HR services and providing HR advice and guidance to the senior leadership team
  - Production of monthly and annual internal and external corporate / statutory reports, including preparation of the Corporate Plan, Annual Report, annual financial statements, and Portfolio Budget Statement
  - Management of the Institute's IT systems and cybersecurity systems, processes and policies, monitoring compliance with legislation and required standards
  - Management and delivery of legal services in support of the Institute's activities
  - Facilities and property management
  - Internal and external communications functions, comprising media processes, development of communication and stakeholder engagement strategies, website management, publishing of reports, web strategy, and creation of visualisation and data products
  - Program management functions managed in the Strategic Implementation Office
  - Government relations, including Minister's office interface, interacting with other elected officials and coordinating the development of cross-cutting briefing
- Support the CEO and participate in Senate Estimates, Select Committees, public hearings and reviews
- Support the CEO in relevant presentations, discussions, briefings and reports to the AIHW Board
- Deputise for the CEO as required in relation to stakeholder engagement and decision making, and represent the AIHW in relation to significant programs and initiatives
- Chair or participate in internal committees such as the Security Committee (as Chair), the Staff Consultative Committee (as a member) and the Investment Review Committee (as a member).
- Represent the Institute in relevant all-of government and national committees and initiatives.

## Ideal Candidate

To be a strong contender for the **Executive Director – Corporate Strategy and Performance** role you will demonstrate the following capabilities:

- Proven ability to provide strategic and operational leadership to corporate and enabling service functions, being personally accountable for the delivery of high quality services and outcomes
- Proven ability to provide strategic leadership to data management and data governance functions within a modern data analytics environment
- A working understanding of or experience in governing ICT and digital technology functions, ideally in the context of technology-led organisational change and modernisation
- A working understanding of communication strategies and approaches in the context of public sector agencies and/or research and/or public reporting agencies
- A working understanding of people and culture, recruitment, workforce development and HR strategies and approaches in a contemporary public sector or business organisation
- A working understanding of current accounting standards, Commonwealth budget processes, audit requirements, and financial reporting requirements

- Ability to apply strategic and forward thinking to formulate and implement business strategies and plans which anticipate and address risks, maximise opportunities and drive positive change and innovation
- Experience in designing, implementing and maintaining performance assessment and reporting frameworks, promoting their regular use, and championing results-orientation and delivery of business outcomes across an organisation
- Excellent problem-solving skills, including the ability to anticipate and address operational challenges, develop innovative solutions, and implement strategies to enhance organisational performance
- Demonstrated exemplary judgement and integrity in a complex and sensitive environment balancing risk and opportunities, with strong negotiation skills and the ability to influence outcomes
- Ability to engage with and influence high-level internal and external stakeholders, including the ability to understand their needs and build ongoing strategic relationships
- Highly developed leadership and people management skills, including the ability to lead a diverse team in a dynamic environment, encourage innovative ideas, build trust, provide support, coach, mentor and guide teams and emerging leaders, and foster a positive and inclusive team culture
- Ability to adapt to changing circumstances and environments, including revising strategies and plans as needed to respond to new challenges and opportunities in enabling services.

Relevant tertiary qualifications are desirable. In addition, membership of relevant professional associations or institutes will be well regarded.

## Eligibility

To be eligible to apply for this vacancy, you must:

- be an Australian citizen
- undergo any required pre-employment checks, including a police records check
- obtain and maintain a valid Security Clearance if required by the Institute
- a probationary period of six (6) months will apply to any new engagement to the APS.

## How to apply

Please submit your application online via the AIHW [e-Recruit](#) system. When applying online for the first time, you will need to register and provide a valid email address.

Your application should include a **CV, two referees, and a statement of claims** (a short 'pitch' of no more than 1000 words) drawing out why you are interested in the role, what you offer the agency, your skill set, relevant career history and achievements, and your leadership attributes. In preparing your application, we suggest you take account of the following alongside the role specific responsibilities and capabilities:

- [SES Performance Leadership Framework](#). This sets the expectations for all APS SES employees.
- [Secretaries Charter of Leadership Behaviours](#). This sets out the behaviours Secretaries expect of themselves, the SES and across all levels of the APS. The Charter focuses on behaviours that support modern systems of leadership within the construct of the APS Values and Code of Conduct.
- [Integrated Leadership System upon which the above behaviours are built](#).

For more information, please [visit the Australian Public Service Commission's page on Senior Executive Service \(SES\) recruitment](#).

## Reasonable Adjustment

The AIHW is committed to providing accessible, inclusive and equitable recruitment processes for all candidates. If you require a reasonable adjustment (at any stage of the recruitment process), you can note this in your application and provide details of any adjustments required. All efforts will be made to meet your requirements.

Reasonable adjustments may include but are not limited to additional interview time, being interviewed at a particular time of day, interview material printed in large font, making allowances for varying communication styles.

## RecruitAbility

The AIHW is committed to supporting the employment and career development of people with disability. Our participation in [APS RecruitAbility](#) means we will progress an applicant who declares that they have disability to a further stage in the recruitment process, where they opt into RecruitAbility on the application form and meet the minimum requirements for the role.

