



SES Band 2 - Special Adviser, Cyber Affairs and Emerging Critical Technologies (Specialist)

Classification: Senior Executive Service Band 2

Position Title: Special Adviser, Cyber Affairs and Emerging Critical Technologies

Group: International Security, Humanitarian and Consular Group

Division: International Security Division

Employment Type: Ongoing/Non-ongoing, Full-time

Location: Canberra

Reference: A231/2019

THE OPPORTUNITY

The Department of Foreign Affairs and Trade is looking for a dynamic leader to head up a small team of committed and experienced professionals to drive Australia's whole of government international engagement to advance and protect Australia's national security, foreign policy, economic and trade and development interests in cyberspace and in relation to emerging critical technologies of importance to these interests. This role includes implementing the government's International Cyber Engagement Strategy, playing a pivotal role in Australia's advocacy for an open, free and secure cyberspace.

This is a senior representational role working in Australia and overseas with a wide range of stakeholders, including across the department, with ministers and their offices, other government departments, industry, academia and international organisations and partners.

DFAT is committed to providing an inclusive and diverse workplace where all employees are valued. We appreciate the experiences, skills and perspectives of all individuals. We actively encourage applications from people from diverse backgrounds. Please refer to our Workplace Diversity internet page for further information.

OUR IDEAL CANDIDATE

You will have significant professional experience and/or academic qualifications in the field of cyber affairs and emerging critical technologies, whether in research or in a policy setting. You will have a demonstrated understanding of the nexus between government policy and business imperatives. You will understand the critical linkages of the work of the department and the broader Australian Government agenda.

You will be a proven leader and senior manager. You will have demonstrated strategic thinking, sound judgement, clear-sighted understanding of Australia's national interests and a high level of conceptual, analytical, negotiation, communication and representational skills. You will have a strong record of achieving results with exemplary standards of integrity and professionalism, and a commitment to the highest standards of leadership and people management.

KEY DUTIES

- Lead policy development and implementation of Australia's international cyber affairs agenda, including whole-of-government implementation of the International Cyber Engagement Strategy.
- Drive the development of foreign and strategic policy advice on cyber and emerging critical technologies.
- Develop relationships across Australian agencies, with foreign governments and with the private sector to ensure Australia has a strong focus internationally on the risks and opportunities in emerging critical technologies
- Provide strategic oversight of the department's cyber cooperation program, which aims to promote a peaceful and stable online environment and improve cyber resilience across the Indo-Pacific region.
- Identify and champion change, make clear and timely decisions and communicate direction to all levels, creating a sense of purpose and contributing to the Department's objectives and strategic direction.
- Recognising the globally networked nature of cyberspace, advocate and explain the Australian Government's international cyber policy priorities to both international and domestic audiences.
- Manage effectively a small team of professionals, mentoring staff and contributing to their formal training and development.
- Contribute to the leadership, governance and culture of the broader department.

WHAT WE DO

The Department of Foreign Affairs and Trade (DFAT) helps make Australia stronger, safer and more prosperous by promoting and protecting our interests internationally and contributing to global stability and economic growth.

We provide foreign, trade and international development policy advice to the Government, and work with other government agencies to coordinate Australia's pursuit of our global, regional and bilateral interests. We have

a dedicated and professional workforce. Staff are highly skilled at their work, which includes developing and implementing policy, negotiating international agreements, delivering high quality international development assistance, providing professional corporate management support and delivering high quality consular and passport services to Australian travellers.

DFAT is the lead agency managing Australia's international presence, including a network of over 100 overseas posts in five continents.

WHO WE ARE

We are a motivated and professional team with a wide variety of qualifications and backgrounds. We welcome people with experience outside government including from the private and not-for-profit sectors. We value people with ideas, the ability to present them persuasively, and the drive and skill to see them adopted. We take pride in our reputation for acting with integrity and discretion.

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WHAT WE OFFER

A diverse and inclusive workplace and attractive remuneration package including generous employer superannuation contributions.

Exciting and fulfilling work at the heart of government.

The opportunity to work with strong, smart, visionary and experienced leaders who encourage and support you to develop your interests and expertise and achieve your ambitions.

The department supports flexible working arrangements, including part-time work and job sharing.

HOW TO APPLY

Submit an application via the DFAT website at:

<http://www.dfat.gov.au/careers/> by **Monday 16 September at 2:00pm AEST**. Your application will need to provide:

- your personal details
- a 1000 word pitch telling us how your skills, experience and qualifications makes you the best candidate for this opportunity
- details of your professional experience and qualifications
- details of referees.

Please note that this process captures all the information needed for your application. **Separate resumes will not be accepted.**

Information on the required skills and capabilities for a role at this level can be found on the Australian Public Service Commission website at <https://www.apsc.gov.au/work-level-standards-ses-band-2>.

ELIGIBILITY REQUIREMENTS

Candidates must be Australian citizens.

This is a security-designated position. Prior to engagement selected candidates will be required to obtain an Australian national security Positive Vetting clearance. Ongoing employment with the department requires the successful candidates to maintain a security clearance. Loss of a security clearance at any time will lead to termination of employment.

A face-to-face interview is a critical part of the security clearance process. This interview will be conducted in Australia, preferably in Canberra. If you reside overseas, please be aware that you will be required to travel to Canberra **at your own expense** to undertake the security clearance interview. Interviews cannot be conducted by video link or Skype.

Depending on the role into which you are placed, you may be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

ADDITIONAL INFORMATION

Candidates' attention is drawn to the department's policy on recruitment or promotion to specialist positions. This position is categorised as "specialist". This means you will be required to remain in this position, for a minimum of three years, before becoming eligible to apply for movement within the department subject to capability and performance.

DFAT employees are expected to adhere to the APS Values and Code of Conduct and the DFAT Values Statement.

WHO TO CONTACT

For position-specific information, please contact Cameron Archer, Assistant Secretary, Cyber Affairs Branch on (02) 6261 9295.

Queries about the selection process should be directed to the DFAT Recruitment Team via sesrecruitment@dfat.gov.au or phone (02) 6261 9811.

Advancing the interests of Australia and Australians internationally