

Manager – Education and Communication

The Australian Building and Construction Commission (ABCC) has an exciting opportunity for a Manager – Education and Communication.

- **High profile Federal Government Agency**
- **Permanent Executive Level 2 vacancy**
- **Highly collaborative and dynamic working environment**

About Us

At the Australian Building and Construction Commission (ABCC) we work to ensure the building industry is fair, efficient and productive. Our improved workplace relations framework benefits all industry participants and the Australian economy.

We work to achieve this framework by providing assistance, advice and education to the industry; monitoring and promoting compliance with relevant laws; undertaking enforcement activities; and using information and analysis to inform decision making.

About the Position

The Manager – Education and Communication is located in the Office of the Commissioner team. The Office of the Commissioner is a dynamic team with responsibility for a wide range of governance, education, digital, media and parliamentary functions across the agency.

We are seeking a talented and passionate individual to play a pivotal role in building the capacity of the ABCC to educate employers, employees and other building industry participants in relation to their rights and obligations.

The successful applicant will be expected to build the ABCC's education and communications capability by providing a strategic focus to ensure the ABCC achieves its education objectives. You will provide input into key governance documents and manage a range of communication and education projects.

Leading a small team, the Manager – Education and Communication will be a strategic and articulate executive with highly developed interpersonal skills and an ability to engage, influence and work collaboratively with a range of stakeholders. In addition, you will have the capacity to work collaboratively, meet the highest standard of professional and personal integrity and can demonstrate an understanding of the contexts in which the ABCC operates, including relevant legislation, Government and Parliamentary processes and requirements.

What you'll need to succeed

- A demonstrated ability to develop and implement communication and education strategies.
- A proven ability to think strategically and deliver organisational outcomes.
- An ability to influence and motivate others and lead a responsive team to deliver quality outcomes and change.
- Strong interpersonal and influencing skills including the ability to liaise effectively with a range of stakeholders and senior government executives.
- An ability to provide support and expert advice on strategic and operational issues to senior executives.
- Excellent management skills and experience in driving organisational change.
- Tertiary qualifications in a relevant area is desirable.

If you are a proactive, results driven individual with highly developed communication skills and a strong work ethic, we welcome your application.

What you'll get in return

We recognise the increasing importance of flexible work options and family friendly work practices in maintaining a diverse, adaptive and high performing workforce. Not only will you receive high quality training and support (both formal and on-the-job) we offer an attractive base salary plus 15.4% superannuation.

What you need to know now?

If this sounds like the perfect opportunity for you, click Apply Now or contact Jill Jepson, Chief Operating Officer on (03) 8509 3067 for more information.

It is important that applicants view the full candidate information kit, available on the 'current vacancies' page of our website, before applying.

Applications need to include a resume, a covering letter of no longer than two pages, a completed application cover sheet and declaration of good character.

To be eligible for employment all preferred candidates are required to undergo pre-employment screening. Screening checks include character, security and health clearances. Some positions may require additional checks to be performed and require a security clearance.

For more information about the position and how to apply, please visit <https://www.abcc.gov.au/current-vacancies>.

Closing Date is **COB 25 February 2018**