



**Australian Government**  
**Department of Health  
and Aged Care**

# Chief Digital Information Officer



## Applicant Kit

Job Reference Number 24-DTDDIV-27118

<b>Job Reference Number</b>	24-DTDDIV-27118
<b>Classification</b>	SES Band 2
<b>Job Title</b>	Chief Digital Information Officer
<b>Division</b>	Chief Digital Information Officer
<b>Location</b>	Canberra Based - Other locations may be considered (Sydney, Brisbane, Melbourne)
<b>Status</b>	Ongoing
<b>Employment type</b>	Full-time
<b>Security Clearance</b>	Negative Vetting 1
<b>Contact Officer</b>	<b>Name:</b> Alison Myatt, Head of Research, Watermark Search International
	<b>Email:</b> <a href="mailto:search@watermarksearch.com.au">search@watermarksearch.com.au</a>

## About the Department

The Department works towards achieving better health and wellbeing for all Australians, now and for future generations. Australia's health and aged care systems are among the best in the world and, with our partners, our objective is to keep it that way.

The systems are complex, with interdependencies and many stakeholders. The Department influences these systems and Australia's health, aged care and sporting outcomes, by developing and delivering evidence-based policy, well targeted programs, and best practice regulation.

Further information about the Department can be found at: <https://www.health.gov.au/about-us>

## Performance Leadership at Health

As a senior leader at the Department of Health and Aged Care, you are expected to:

**Deliver outcomes** – You will need to establish and deliver against a business plan for your area that contributes to achieving the goals and objectives outlined in the Department's [Corporate Plan](#) and Portfolio Budget Statements. You will need to be strategic and outcomes-oriented, with strong project management, risk management and financial management skills, and the ability to establish and nurture partnerships with departmental, government and sector stakeholders.

**Provide strong leadership to your team** – To be a strong contender, you will need to consistently model the behaviors outlined in the [Secretaries' Charter of Leadership](#)

**Behaviours.** You will have an outstanding record of leading people effectively to accomplish high quality results that make a difference while maintaining a culture that values collaboration, innovation, and diversity.

**Contribute as part of the Department's leadership team** – For the Department to thrive, our leaders must work as a team. You will be expected to make a significant contribution to the success of the organisation by engaging in departmental and APS priorities, contributing to the culture of the whole organisation, and helping shape the strategy and frameworks that guide our work.

## Roles and Duties Overview

The **Department of Health and Aged Care** (the Department) is seeking a Chief Digital Information Officer (CDIO) to shape and help drive a department-wide, end-to-end digital strategy.

The department is leading significant digital transformation, for its own business and for the health and aged care sectors. Your role will be leading the modernisation of the Health and Aged Care digital ecosystem to better support our stakeholders, our customers, and our people.

This exciting new role will lead a substantial program of ICT investments and digital reforms to deliver departmental and government outcomes, transform service delivery and drive efficient regulation.

As CDIO, you will lead the delivery of all Information Technology (IT) through two ICT divisions. You will collaborate with policy and program areas across the Department in sustaining existing and delivering new capabilities. You will play a critical role in ensuring the Department's digital tools and initiatives are aligned with business objectives and achieve policy outcomes.

To be a strong contender for this important and challenging role we are looking for a diverse set of skills to effectively guide the organisation through digital transformation. To do this, you will need to be forward thinking, self-motivated, energetic, resilient, and adept at building relationships in a large, complex and fast-paced environment. Your strong leadership capability will be underpinned by your ability to lead and manage organisational change. You will be a strong communicator skilled at engaging both technical and non-technical audiences. You will have excellent judgement, and the ability to resolve complex issues in a public sector context, including by winning support, marshalling resources and leveraging relationships.

You will be the principal advisor to the Department's Executive leadership team on ICT strategy, ICT delivery and digital transformation. You will also have high level policy advisory experience relating to major government reforms and a sound understanding of the expectations of Ministers. With extensive management experience at a senior executive level, you will be experienced in providing strategic leadership and direction and building the capability of your team and the organisation more broadly.

You will have technical proficiency and business acumen and the ability to translate the strategy and vision into action, creating and implementing a digital strategy that aligns with the organisation's business objectives. You will have strong and demonstrated experience in successfully delivering large digital transformations.



## Qualifications

Appropriate tertiary qualifications will be well regarded.

## Core Selection Criteria

The criteria outlined in the [Integrated Leadership System](#) and SES Band 2 [Work Level Standards](#) are applied when selecting for Senior Executive Service (SES) positions within the Australian Public Service (APS). When considering applicants, Selection Advisory Panels will seek evidence of performance against each of the criteria.

## How to apply:

Your application will include two parts:

1. A current CV and details of at least two referees. We strongly encourage all applicants to discuss their application with their referees to ensure they can support your claims.
2. A one-page response to the following problem statement

### **Problem Statement:**

*This role will be responsible for bringing together and harmonising the processes and culture of the IT and Digital Delivery and Transformation Divisions. Simultaneously the Department has a billion-dollar critical digital delivery agenda with a strict two-year timeline.*

*Drawing on your existing experience, in one page or less can you describe how you would approach the restructuring and build culture and performance across the two divisions, while maintaining the pace and quality of digital delivery during this transformation.*

**Your response should be no more than one page in total with a font no smaller than size 10. Applications that do not meet these requirements will not be considered.**

### **Location**

The position is based in Canberra, however for the right candidate, other locations (Sydney, Brisbane & Melbourne) may be considered.

### **Work Environment**

The Department is creating a modern, flexible and healthy work environment which empowers our people to deliver their best work. Our New Ways of Working (NWOW) program provides inclusive workspaces, with shared SES offices and workstations, and ample meeting spaces to promote collaboration across the Department.

Successful candidates will share the Department's commitment to adopting modern, digital and collaborative ways of working in hybrid environments, modelling the behaviours expected of all staff in an NWOW environment, and encouraging flexible work practices.

### **Remuneration**

This is a senior appointment, and the remuneration package will be structured to attract an outstanding appointee.

### **Assistance with Relocation**

Assistance with removal expenses and/or short-term accommodation assistance may be provided if interstate relocation is involved.

### **Other Conditions**

To be employed by the Department of Health and Aged Care, applicants must be Australian citizens or have permanent residency status pending the granting of Australian citizenship.

This is a position of trust, and the successful candidate will be required to obtain a NV1 security clearance.

### **Eligibility**

To be eligible for employment with the Department of Health and Aged Care, applicants must be an Australian citizen at the time an offer of employment is made.

An applicant's suitability for employment with the Department will also be assessed through a variety of pre-employment check processes, such as:

- Satisfactory completion of a criminal history check, and where relevant a Working with Children and Vulnerable People Check.
- Completion of a medical declaration and pre-employment medical (where required).
- Providing evidence of qualifications (where required).
- Obtaining and maintaining a security clearance at the required level.

### **RecruitAbility**

RecruitAbility applies to this vacancy. You will be invited to participate in further assessment activity for the vacancy if you choose to apply under the RecruitAbility scheme, declare you have a disability, and meet the minimum requirements for the job. For more information, see: <https://www.apsc.gov.au/recruitability>.

### **Notes**

- Contact Name: Alison Myatt (0412 630 817) or Daniel Nicholls (02 9233 1200)  
Watermark Search International
- Email address: [search@watermarksearch.com.au](mailto:search@watermarksearch.com.au)
- Applications close: 11:59 PM AEST 30 October 2024