



Australian Government
Australian Centre for
International Agricultural Research



Job information pack



Manager, Application Development

Make a difference in the world. Work at ACIAR

Position Number:	0009
Classification:	Executive Level 1
Salary:	\$126, 803 - \$133,271 plus 15.4% superannuation
Branch:	Corporate
Location:	Canberra, ACT
Employment Type:	Ongoing/Non-ongoing for a period of up to 12 months with the possibility of becoming ongoing

Support us to grow food efficiently, improve human nutrition, empower women and girls, reduce poverty, and manage natural resources sustainably.

The Australian Centre for International Agricultural Research (ACIAR) is a statutory agency within the Australian Government's Foreign Affairs and Trade Portfolio. It operates under the *Australian Centre for International Agricultural Research Act 1982*.

ACIAR invests in collaborative research and knowledge-sharing partnerships to improve the livelihoods and resilience of smallholder farming, fishing and forestry communities in Africa, South Asia and the Indo-Pacific. We work with governments and institutions to grow food more efficiently, increase food system resilience, improve human nutrition, empower women and girls, reduce poverty, and manage natural resources sustainably. Our partnerships prioritise economic, social and environmental benefits for partner countries, and contribute to the development of our international and Australian partner institutions' research, policy and leadership capabilities. Further information on our current projects, programs and priorities can be found at <https://www.aciar.gov.au/>.

While ACIAR is supportive of flexible working arrangements, this position requires face-to-face contact at our headquarters in Canberra.

About this position

ACIAR is a small agency with a domestic and international focus. It comprises three branches: Research, Partnerships and Corporate. The Corporate branch provides operational management and comprises five sections: Finance, People & Culture, Information and Communication Technology, Procurement, and Business Engagement and Assurance.

A career in ACIAR's Corporate branch offers a unique opportunity to contribute to meaningful international development in a collaborative and supportive environment. If you're passionate about making a difference, want to be part of a branch that drives positive change, interested in pushing technical and policy boundaries, and value working within a talented and respected team, we encourage you to apply.

This role sits within the Business Systems Unit (BSU). The BSU is a small, high-performing team responsible for delivering and supporting ACIAR's technology environment and is responsible for the management and delivery of an effective information, communications, knowledge and technology environment for ACIAR. This includes the security and support of cloud and on-premise systems, records management, desktop hardware, software, communications, and stakeholder relationship management.

Manager, Application Development

The Manager, Application Development is responsible for leading a small team to support and enhance ACIAR's research, procurement and finance systems. The position is responsible for leading projects and will work closely with business users to develop and prioritise business requirements and develop solutions to existing and emerging issues within ACIAR's core ICT applications. The Manager, Application Development will also oversee the development and implementation of ICT application development governance processes to manage ICT risks. In addition, the position will plan and oversee the development and deployment of business intelligence tools and artefacts to improve ACIAR's business practices and develop ACIAR's capability as a learning organisation.

DUTIES INCLUDE

Under the general direction of the Director ICT, the Manager, Application Development is responsible for:

1. Managing a small team of ICT application specialists to gather, prioritise, develop and deliver improvements and enhancements to ACIAR's Research and Procurement (RaP) application.
2. Identify and implement new business intelligence capability to support ACIAR's planning and learning processes.
3. Lead ICT and data application/platform improvement projects from inception through to implementation and beyond.
4. Manage vendor relationships for the ongoing support and development of new and existing ICT applications.
5. Manage the development and implementation of ICT application development governance processes.
6. Work with business stakeholders to assist in the development of support and training material for ACIAR's core research and procurement systems.
7. Work collaboratively with internal and external stakeholders.
8. Undertake team management duties including coaching, performance and time management.
9. Other duties as directed by Director, Information Communication and Technology.

Eligibility

- **Australian Citizenship** - our successful candidate must be an Australian citizen.
- **Security clearance** - our successful candidate will be required to obtain and maintain a Negative Vetting 1 security clearance.

Contact

After reading this "*Information Pack*" should you require additional information, you are encouraged to contact David Skinner on david.skinner@aciarc.gov.au or 02 6217 0529.

Capability Requirements

Essential

1. Demonstrated experience in leading small ICT application development focused teams.
2. Strong interpersonal skills with demonstrated ability to inspire and facilitate change and liaise with staff from diverse backgrounds, experience and skills to maximise individual and team performance.
3. Demonstrated ability to think strategically and to manage priorities.
4. Demonstrated ability to use and to help develop solutions within on-premise SharePoint and associated technologies, that are creative and meet stakeholder needs.
5. Well-developed written and oral communication skills, and the ability to communicate effectively with people at all levels and those from diverse cultures.
6. Demonstrated experience in implementing, developing and managing business intelligence dashboards and tools, such as Power BI and Python.

Desirable

7. Relevant degree or equivalent experience in ICT application development and project implementation.

What we need from you

Tell us in 1000 words or less why you are the right person, what you can offer, and how your skills, knowledge, experience, and qualification are relevant to the role.

Please note there are two options for uploading your pitch; you can input your pitch into the covering letter textbox or upload as an attachment (PDF preferred).

Try not to duplicate information that can already be found in your resume but do highlight any specific examples or achievements that will demonstrate your ability to perform the role. Please attach a concise resume (PDF preferred) which clearly outlines your work experience, educational qualifications, and relevant skills.

Please also provide two referees who can attest and validate your credentials and suitability for the role.

NB: All ACIAR employees demonstrate a commitment to the APS Code of Conduct and Values, as well as to workplace diversity and workplace health and safety. It is also expected that ACIAR employees will have appropriate cross-cultural sensitivities.