

# POSITION PROFILE

## Director Energy and Resources Institute

### Faculty of Science and Technology

Position Number	9501
Position Classification	Senior Contract
Location	Casuarina Campus (or another location as required) Ability to travel to regional and remote locations
Reporting to	Pro Vice-Chancellor Science and Technology
Special Provisions	<ul style="list-style-type: none"><li>• Appointment is contingent upon receipt of a satisfactory National Criminal History check and Northern Territory (NT) Working with Children clearance.</li><li>• Ability to travel to regional and remote locations</li><li>• It is a requirement of the position for the occupier to hold a current clean NT Driver's licence.</li></ul>
Required Qualifications	A doctoral degree in electrical engineering

#### Purpose of the Position

As part of the Charles Darwin University (CDU) Faculty of Science and Technology, the Energy & Resources Institute (ERI) aims to be a global leader in enabling the energy and resources industry to develop and adopt carbon abatement, net-zero and sustainable solutions. The Institute is industry and impact-focused, aiming to deliver world-class capabilities to industry and communities in the Northern Territory. The Institute has state-of-the-art facilities, including the Grid Testing Facility, which is being upgraded through a \$2 million SURF grant to make the Facility flexible to meet research and training needs of industry and Government for achieving their renewable energy targets. In addition, the Institute has well-equipped laboratories for analytical chemistry and for materials testing.

As a young Institute, the primary role of the Director will be to refine the research strategy and expand the research and specialist training programs to increase the national and international profile of the Institute. The Director will share their time between leading the Institute and their own research program and will be part of the Leadership Group of the University.

#### Duties

##### Resource Management

- Develop and grow the Institute by securing external funding and achieving agreed funding targets.
- Work with external and internal stakeholders to grow research and training at the University that addresses the needs of industry and communities in the NT as well as across Australia.
- Establish a culture of research excellence based on quality of publications, completion, and experience of HDR students, research income, impact, collegiality, and enterprise.
- Improve outcomes from your own research.

Occupational Category	1332	Industry Class	8102
Manager Category	SM	Industry Subdivision	81

- Lead the development of short courses and training programs in renewable energy systems.

#### Executive Management

- Work with the Institute's Advisory Board to develop initiatives, targets, and strategies and provide annual reports to the Board to monitor and assess the annual progress of the Institute.
- Stimulate and champion areas of activity in response to emerging high-impact opportunities fostering productive relationships with governments, especially the Northern Territory Government, key funding bodies, industry, and other universities.
- Secure the necessary resources for an effective and sustainable research program.
- Develop and enhance the management processes of the Institute through regular communication, consultations, and interactions with stakeholders.
- Take an active academic leadership role in the development of a positive, collegial, and consultative team environment within the Institute and the University.
- Develop and maintain a high level of scholarship aligned with one or more areas of research strength in the Institute.

#### Strategic Business Administration

- Ensure that the agreed Strategic Directions for the Institute are followed through appropriate mentorship, operational plans, and actions.
- Ensure strong academic staff performance, staff recruitment, and supervision and involve staff in management and planning.
- Practice sound financial management, reporting and planning.
- Develop, implement, monitor, and report on Institute Plans with reference to the University's Plans.
- Contribute to administrative activities, including accurate and timely data reporting and profile development.
- Be active in the development and enhancement of the management processes of the Institute through regular communication, consultations and interactions with all University campus and centre leaders who contribute to the operation of the Institute.
- Implement the University's Occupational Health and Safety, Equity and Equal Opportunity policies and all other policies and relevant processes.

#### Liaison and Communication

- Manage the Institute, particularly through workforce planning and liaising with the Faculties and Schools, to make the most efficient and effective use of resources.
- Encourage and facilitate the development of a professional team approach to the work of the Institute through range of mechanisms, including mentoring, team building, professional management, and leadership.

#### Decision making

- Provide leadership in the development and prioritisation of the Institute's research program.
- Lead thinking within the Institute as to how its strengths can be further enhanced.
- Position the Institute in terms of supporting innovation and collaboration across the University about research and teaching opportunities.

- Provide leadership and commitment to the continual improvement of performance by encouraging continuous learning, knowledge sharing and fostering an environment for creativity and innovation.

#### Communication

- Develop, maintain, and enhance a high level of communication and information flow within the Institute and effectively communicate the outcomes of the Institute's research to the media, the public and particular interest groups, and partners.
- Represent and advocate for the Institute's interests in international, federal, state and territory forums, and with industry, commerce, and affiliated institutions.

#### Knowledge and proficiency

- Initiate and actively participate in negotiations and the preparation of submissions for resources and accreditations.
- Supervise honours and postgraduate research students.

### Key Selection Criteria

- A doctoral degree in electrical engineering or areas related to renewable power systems from a recognised institution.
- A significant track record of performing research at international standards, including demonstrated capacity to attract external research funds and publications in Q1 journals in one or more areas related to renewable energy systems.
- Strong record of supervision of HDR students to completion.
- A proven ability to initiate and carry out research in close collaboration with industry and government and ability in research and innovation management and business development.
- A proven ability to develop courses geared towards developing job-ready graduates and for continuous professional development, particularly in the area of renewable power systems.
- Demonstrated communication, interpersonal and presentation skills for effective liaison and negotiation with internal and external stakeholders. Ability to communicate effectively in written and oral forms to convey information and gain acceptance of ideas.
- Ability to foster team spirit and build and maintain cooperative relationships. Ability to build and maintain goodwill and dialogue with students and associates and to recognise and respond appropriately to their needs.
- Ability to demonstrate high-level leadership of a team of academics, researchers or engineers, technical and administrative staff, and the ability to contribute effectively to the strategic direction of a large, diverse organisation.
- Demonstrated experience in financial control and budget management resulting in successful outcomes and high levels of accountability.

### Desirable

- Experience in championing and driving a cultural change
- Experience in working in a multi-cultural, multi-racial environment
- Membership of relevant professional bodies

## University Expectations

- Contribute to the efficient and effective functioning of their team or work unit in order to meet University objectives. This includes demonstrating appropriate and professional workplace behaviours in accordance with the Code of Conduct, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one's supervisors;
- Demonstrate and promote the University Values, ensuring all workplace behaviour is appropriate in all workplace settings, proactively calling out inappropriate behaviour;
- Read, understand and comply with all University policies and procedures;
- Undertake risk management and actively support and participate in the risk management processes adopted by the University which include identifying, analysing and evaluating risk that may impact on the University;
- Work at and travel between other University campuses or to other locations from time to time as may be required during the course of employment;
- Complete all mandatory training such as required by the University;
- Demonstrate understanding of the principles of anti-discrimination, staff and student equity, work health and safety and other relevant legislation, and show the willingness and capacity to implement equal employment opportunity and work health and safety plans, policies and programs.

## Work Health & Safety

- Ensure all activities comply with WHS legislation and university policy & procedure.
- Implement & monitor risk management activities including, but not limited to, workplace inspections, incident/hazard investigation and follow-up, and implementation of risk controls.
- Analysis of WHS training requirements for staff including the provision of training and monitoring of training to ensure completion and currency.