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Australian Government
Australian Security
Intelligence Organisation

Candidate Information Pack

Deputy Director-General Vetting Service Delivery (SES Band 3 equivalent)

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1949–2024

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	Reference: VAN 031 2023/2024
Title	Deputy Director-General, Vetting Service Delivery
Location	Canberra
Classification	Senior Executive Service – Band 3 (ongoing or non-ongoing)
Contact	Jonathan Beaumont 02 6126 4500 or Lionel Riley on 02 6126 4502 from <i>Beaumont&Beaumont</i> recruitment agency
Closing date and time	27 April 2024 by 5:00pm AEST

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. In a complex, challenging and changing security environment, our success is built on the imagination and intelligence of our team. ASIO's people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful in our mission, we need talented people who are highly capable, dedicated, adaptable and resilient.

We seek to reflect the diversity of the community we protect. ASIO is committed to fostering a diverse and inclusive environment, where all staff are valued and respected. We welcome applications from all eligible candidates, irrespective of gender, sexual orientation, ethnicity, religious affiliation, age or disability. Aboriginal and Torres Strait Islander Peoples are encouraged to apply. We are secretive about what we do, not what we value.

The opportunity

Due to the changing nature of the national security environment, the Australian Government continues to adapt its personnel security posture to meet the needs of a contemporary and diverse workforce and to protect its most sensitive resources.

Deputy Director-General Vetting Service Delivery will be accountable for implementing a holistic whole-of-government personnel security vetting capability that continues to provide the greatest level of assurance for Top Secret security clearances.

As an integral part of the Senior Leadership team, you will work closely with the Director-General, ASIO Senior Executive, broader Australian Government as well as international and industry partners.

Role responsibilities

As a Deputy Director-General Vetting Service Delivery, you will:

- Operate across diverse workstreams to deliver high quality security vetting outcomes.
- Drive development and subsequent implementation of vetting frameworks utilising best practice from domestic and international personnel security practices.
- Drive continued capability development in contemporary vetting practices, including assessment practices and process improvements, workforce capability development and facilitate ICT system delivery.
- Foster a positive security culture and build personnel security capabilities particularly across the Australian Government.

- Maintain a strong understanding of the national security environment, protective security policy settings and ASIO's strategic objectives to inform and align with current and future Australian Government vetting requirements.

What you will bring

We invite applications from candidates with the following attributes:

- Demonstrated experience in successfully leading multidisciplinary teams to deliver high quality outcomes in a complex and dynamic environment.
- Proven ability to establish and maintain strategic partnerships across national and international senior stakeholders, and unify varying positions under a single strategic direction.
- Exceptional communication skills to drive your team and engage with stakeholders to deliver enterprise-critical outcomes.
- Proven ability to prioritise and continuously adapt to deliver results in a dynamic, high-pressure and challenging environment.
- Knowledge of, or a demonstrated proficiency in Australian Government Budget and Cabinet processes.
- Ability to lead and uplift capability.
- Appreciation of the legal frameworks relevant to working in Government and the National Intelligence Community.

What we offer you

ASIO provides a number of benefits to its staff including:

- A competitive salary, including a 7.5 per cent allowance for maintaining a Positive Vetting security clearance.
- Employer superannuation contributions of 15.4 per cent.
- A variety of leave options, in addition to the standard 4 weeks annual leave to ensure your work-life balance.
- Flexible working arrangements to assist you to maintain your work-life balance. (Please note: due to our unique working environment, work from home options are generally not available.
- Study assistance, including financial support and study leave for tertiary education.
- Access to 7 staff-led diversity and inclusion networks.
- Access to an Employee Assistance Program (EAP).

Remuneration and position details

Engagement may be on an ongoing or non-ongoing basis, subject to negotiation. An attractive executive salary plus vehicle allowance and superannuation will be available to the successful applicants.

Eligibility

To be eligible for the role, you must be:

- An Australian citizen.
- Be assessed as suitable to hold and maintain a Positive Vetting security clearance.

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Reasonable adjustments

Please advise us if you require any additional assistance in order to fully participate in the recruitment process or the workplace.

Location

This position is located in Canberra and applicants must be willing to relocate. Relocation assistance is provided to the successful candidate where ASIO requires you to relocate.

How to apply

Click on 'Apply online' to commence your application. Your application **must** be complete and include the following:

- A written pitch of up to 800 words against the selection criteria, using examples to demonstrate how your skills and experience meet the requirements for the SES Band 3 (Deputy Director-General) level in ASIO.
- A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you may have undertaken.

All employment decisions and selection processes at ASIO are based on merit principles and candidates must be prepared to undergo various selection stages.

ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

Closing date and time

27 April by 5:00pm AEST.

No extensions will be granted and late applications will not be accepted.

Employment conditions

Employment is under the *ASIO Act 1979*. Conditions of service are similar to those applying in the Australian Public Service. We recognise entitlements accrued under the *Public Service Act 1999* and provide for continuation of superannuation under the Commonwealth schemes. Salary packaging arrangements are also available.

Enquiries

If you require further information on this opportunity, please contact **external recruitment agency Beaumont&Beaumont**. Points of contact are **Jonathan Beaumont** on 02 6126 4500 / jbeaumont@beaumontandbeaumont.com.au or **Lionel Riley** on 02 6126 4502 / lriley@beaumontandbeaumont.com.au

More information

For more information about ASIO, please visit: www.asio.gov.au.