Change Manager

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| **Employment type** | Temporary flexible full-time (until 30th June 2027 with possible extension) |
| **Classification level** | A08 |
| **Salary per annum** | $141,364 - $149,387 |
| **Primary location** | Berrinba |
| **Business group** | National Fire Ant Eradication Program, Biosecurity Queensland |
| **Closing date** | Wednesday, 17 July 2024 |
| **Contact person** | Ash Bacon – Executive Program Director  Mobile: 0434 843 328 |
| **Job ad reference number** | QLD/575764/24 |
| **Leadership stream** | Individual contributor |

Who we are

For more than a century, the Department of Agriculture and Fisheries has played a vital role in enabling the production and protection of food and fibre for Queenslanders and the world. From the land to the sea. From the bush to the city. From hard-working families to global trade relationships. From connected communities to prosperity for all.

Every day’s different, and so is every team within the department. United by service and purpose, together, we are moving forward, building on a proud past towards a prosperous future.

Join us and be a part of our ongoing prevention and response to biosecurity threats.

Visit [daf.qld.gov.au](http://www.daf.qld.gov.au) and our [social media accounts](https://www.daf.qld.gov.au/news-media/social-media) to learn more about us.

What you will do

As our Change Manager, you will:

* Develop and execute a fit for purpose change management methodology across the program.
* Identify and evaluate risk and manage through appropriate mitigation strategies.
* Develop, manage, and execute communications to stakeholders, project team members and governance bodies.
* Develop and facilitate workshops and meetings as required to support the change management activities with support of subject matter experts.
* Manage readiness and transition activities for internal stakeholders, utilising appropriate status reporting and tracking.
* Build and maintain positive and productive relationships with internal and external stakeholders providing professional leadership, guidance, and support.
* Develop and deliver training and coaching plans and materials to support the change management activities.
* Perform detailed analysis in stakeholder assessments and change impacts to inform change management strategy and activities.
* Provide leadership in managing change resistance.
* Work with stakeholders to develop relationships and build partnerships within the program.

**What you will bring**

* Demonstrated ability to manage change in a large scale, complex program and associated projects.
* Proven ability in providing expert advice on, and direction in appropriate use of change management methodologies, processes, themes and tools.
* Proven negotiation, consultation, facilitation and effective written and oral communication skills for use in a complex program environment.
* Proven stakeholder relationship management skills to support effective business change, including the ability to influence key stakeholders.
* Proven experience supporting business change through the provision of benefits, risk, change control, quality, finance, resource and information management.
* Proven experience in leading, managing and mentoring an effective multi-disciplinary team.
* Proven ability to solve problems and provide strategic advice
* While there are no mandatory qualifications for this role, the following will be favourably regarded:
  + ProSci / CMBoK or change management accreditation
  + Prince2 / PMP or other project management accreditation

**Key competencies**

All employees are expected to role model leadership behaviours. This role requires the leadership capabilities of an **individual contributor** as outlined in the [Leadership competencies for Queensland](https://www.forgov.qld.gov.au/employment-policy-career-and-wellbeing/career-development/leadership-competencies-for-queensland).

**Vision**

* **Leads strategically** 
  + Recognises and articulates how the team’s work contributes to the organisation’s vision and community outcomes.
* **Stimulates ideas and innovation**
  + Uses data and leverages technology to achieve greater efficiencies
* **Leads change in complex environments**
  + Actively participates in change engagement activities and openly supports the intended outcomes.
* **Makes insightful decisions**
  + Accepts decision making responsibility and demonstrates judgement about when to escalate issues.

**Results**

* **Builds enduring relationships**
  + Communicates in a clear, succinct, and deliberate manner, adjusting the message so that it resonates with different stakeholders**.**
* **Drives accountability and outcomes**
  + Demonstrates careful planning and organisation to achieve results.

**Accountability**

* **Demonstrates sound governance**
  + Demonstrates respect and appreciation for legislation and policy frameworks by consistently operating to key standards

**Why join the department?**

The work we do is widespread and varied, but our people are united by an innate sense of purpose, and a passion to serve their fellow Queenslanders. Our people are talented, down-to-earth, and resilient, and the work they do every day fills them with gratification and pride. This is what keeps them coming back.

Here are some other reasons why our people choose us:

* Have visible impact in your community, and directly contribute to making Queensland a better place to live.
* Flexible working options that encourage a healthy work-life balance.
* Salary sacrificing options and competitive superannuation through QSuper.
* A variety of fantastic leave benefits, supported across the broader Queensland public sector.
* Access to confidential free counselling for you and your immediate family members through our employee assistance program.
* We are committed to preventing violence against women and are proud to be a [White Ribbon accredited workplace](https://www.whiteribbon.org.au/Workplaces-and-Schools).

**Just imagine what you could achieve with us.**

How to apply

To apply for this role, you will need to submit the following:

* Up to two pages pitch, statement, or cover letter, describing how you will demonstrate the key capabilities required to be successful in the role.
* Your current resume detailing your previous work or voluntary experience, including two referees who have personally observed you displaying the key capabilities required for this role.

Submit your application online

* Submit your application via the [Smart jobs and careers website](https://smartjobs.qld.gov.au/jobtools/jncustomsearch.jobsearch?in_organid=14904). To do this, click 'Apply online' on the job ad. You will need to create an account before submitting your online application.
* By applying online you can track your application through the process, maintain your personal details through registration and withdraw your application if required.
* If you experience any technical difficulties when accessing the Smart jobs and careers website, please contact 13 QGOV (13 74 68). All enquiries relating to the status of your application once the job has closed should be directed to the contact officer on the role description.
* If you do not have internet access and are unable to submit your application online, please contact the QSS Customer Support Team on 1300 146 370 (listen to the prompts for ‘recruitment’), between 9am and 5pm Monday to Friday, to enquire about alternative arrangements.
* Late applications cannot be submitted through the Smart jobs and careers website, so please allow enough time before the closing date to submit your application. If approval has been granted by the contact officer for a late application to be considered, please contact the QSS Customer Support Team on the number above to arrange this.
* Hand delivered applications will not be accepted.

Additional information

* Location of role: including flexible working from home arrangements if approved.
  + - This position is based out of our Berrinba Office, flexible working arrangements are available on negotiation with the Business and in line with operational requirements. Minimum of 3 days per week would be required to be worked out of our office premises.
* A three-month probationary period may apply to successful candidates.
* To be appointed under the *Public Sector Act 2022* (Qld), you must be an Australian citizen or have permission, under Commonwealth law, to work in Australia. If your permission to work in Australia ends, your appointment would end.
* The Chief Executive may request an employee change the location of their employment.
* Candidates may be subject to pre-employment screening such as a criminal history, probity check, qualification and reference checks during the selection process.
* Employees are required to disclose any perceived, potential or actual conflicts of during the course of their employment.
* The recommended applicant will be required to disclose any previous serious disciplinary action.
* Within one month of commencing employment, the successful applicant is required to disclose any employment as a lobbyist in the previous two years.
* As the position may be required to participate in emergency responses, the successful candidate may be required to undertake training to enable them to apply their everyday work capabilities within a disaster or biosecurity response environment.
* Applications may remain current for 12 months and may be considered for other vacancies (identical or similar) which may include an alternative employment status (e.g. permanent, fixed-term temporary, casual, full-time, part-time).
* The key competencies are based on the Queensland Government’s [Leadership competencies for Queensland](https://www.forgov.qld.gov.au/leadership-competencies-queensland).