



PFAS Governance Specialist

Position Detail

Reports To	PFAS Strategy & Delivery	Group	Safety, Environment, Security and Sustainability Assurance
Classification	TBA	Location	Brisbane Canberra/Sydney/Melbourne
Reports – Direct Total	Nil		

Organisational Environment

Airservices is a government owned organisation providing safe, secure, efficient and environmentally responsible services to the aviation industry.

Each year we manage over four million aircraft movements carrying more than 156 million passengers and provide air navigation services across 11 per cent of the world's airspace.

Airservices has two major operating centres in Melbourne and Brisbane and a corporate office in Canberra. We operate 29 air traffic towers at international and regional airports and provide aviation rescue firefighting services at 27 Australian airports.

We are committed to continuing to improve our business by providing our customers with services they value and embedding new ways of working and technology investments to further innovate and optimise.

Primary Purpose of Position

The PFAS Governance Specialist, will develop, enact, manage and improve key PFAS governance controls. The role will identify assurance requirements against the Airservices PFAS Strategy and applicable regulations and identify continuous improvement opportunities to deliver on strategic objectives.

The role is responsible for the development of an agile and effective governance model which considers all facets of the PFAS journey including site research and development, site characterisation, management actions and remediation. The role will ensure effective coordination occurs across Airservices business groups to deliver upon the multidimensional requirements of the PFAS program in the context of the Airservices Change Portfolio.

The role provides governance intelligence across the value chain to enable effective decision making and risk identification to support safe, effective and environmentally responsible service delivery; along with compiling intelligence for executive and board reporting.

Accountabilities and Responsibilities

Position Specific

- Review and analyse information to identify trends, non-compliance and emerging risks.

- Seek efficiencies and improvements in PFAS governance processes and activities. Review governance intelligence and decision making to enable early detection of issues and risks to minimize non-compliances.
- Facilitate risk workshops to support PFAS risk identification and management across the organization
- Identify assurance requirements and work with assurance providers to develop controls and improvement opportunities for PFAS strategy and delivery
- Develop, maintain and improve PFAS governance methods ensuring a holistic view is taken to PFAS management considering people, environment, safety and our community.
- Interpret governance processes and stay current on industry standards for PFAS management and remediation e.g., NEMP and NEPM
- Compile insights, risks and intelligence relating to the PFAS program for Executive and Board reporting.

People

- Maintain effective working relationships with other Airservices staff to ensure that there is effective coordination of all activities in support of organisational objectives.
- Develop and maintain trusting relationships with key internal and external stakeholders to ensure open and effective communication.
- Be part of a high-performance team and work as one team; and
- Work closely with technical specialists to ensure effective management of PFAS program, risks and issues.

Safety

- Demonstrate safety behaviours consistent with enterprise strategies

Key Performance Indicators

Efficient, Effective and Accountable

- Builds and maintains effective working relationships.
- Takes responsibility for actions, outcomes.
- Full situational awareness of current risks and control effectiveness of PFAS and broader Organisational objectives
- Ensure work tasks are completed as per requirements and delivered within agreed times.

Commercial

- Consideration of financial aspects whilst carrying out the role.
- Consideration of resource utilization (both people and technology) and effect on mission service delivery whilst conducting assurance activities

Safety

- Compliance with safety, risk, environmental and any other standards.

Key Relationships

- Technical and Engineering Asset Management service providers.
- Safety & Risk, including Regulatory Engagement
- Legal representatives (Airservices Legal Counsel).
- Program Managers
- Project Managers
- Assurance providers including line 1, line 2, line 3 - internal audit and external bodies including

- PFAS team members

Skills, Competencies and Qualifications

- Knowledge and understanding of the governance and application of the National PFAS Environmental Management Plan and regulations which apply to PFAS.
- Demonstrated experience in risk management and compliance through proven stakeholder Management skills in large organisations across multiple jurisdictions
- A strong business acumen and customer services focus, with proven abilities to deliver positive business outcomes to diverse stakeholders
- Developed analytical, intelligence and design skills, and the ability to be creative and innovative in developing new or improved governance methodologies to meet changing business needs.
- Well-developed interpersonal, representation and communication skills (both orally and written) – including a proven ability to develop, influence and maintain productive working relationships at all levels.
- Able to plan efficiently and execute with limited supervision.

Essential

- A degree from an Australian Tertiary Institution
- Understanding of ISO 31000 Risk Management – Principles and Guidelines
- knowledge of Environmental regulatory requirements

Performance Standards and Behaviours

As a member of Airservices, you will consistently demonstrate performance standards and behaviours that meet our Code of Conduct. This includes:

- Treating everyone with dignity, respect and courtesy.
- Acting with honesty and integrity.
- Acting ethically and with care and diligence.
- Complying with all Airservices' policies and procedures, and applicable Australian laws.
- Disclosing and taking reasonable steps to avoid any actual, potential or perceived conflict of interest.
- Behaving in a way that upholds our vision, mission and values, and promotes the good reputation of Airservices.