**SYSTEM LEAD - CITIES**

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<thead>
<tr>
<th>DEPARTMENT/UNIT</th>
<th>Climateworks Centre / Monash Sustainable Development Institute</th>
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<tr>
<td>FACULTY/DIVISION</td>
<td>Deputy Vice-Chancellor (Research) and Senior Vice-President (DVCR)</td>
</tr>
<tr>
<td>CLASSIFICATION</td>
<td>HEW Level 9</td>
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<tr>
<td>DESIGNATED CAMPUS OR LOCATION</td>
<td>Melbourne CBD</td>
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**ORGANISATIONAL CONTEXT**

At Monash, work feels different. There's a sense of belonging, from contributing to something groundbreaking – a place where great things happen. You know you’re part of something special and purposeful because, like Monash, your ambitions drive you to make change.

We have a clear purpose to deliver groundbreaking intensive research; a world-class education; a global ecosystem of enterprise – and we activate these to address some of the challenges of the age, Climate Change, Thriving Communities and Geopolitical Security.

We welcome and value difference and **diversity**. When you come to work, you can be yourself, be a change-maker and develop your career in exciting ways with curious, energetic, inspiring and committed people and teams driven to make an impact – just like you.

We champion an **inclusive workplace culture** for our staff regardless of ethnicity or cultural background. We have also worked to improve **gender equality** for more than 30 years. Join the pursuit of our purpose to build a better future for ourselves and our communities – #ChangeIt with us.

The **Deputy Vice-Chancellor (Research) and Senior Vice-President (DVCR)** is responsible for the development, implementation and continuous improvement of the University’s research vision within the changing landscape of higher education, ensuring delivery of accountabilities within the context of the University’s strategic plan. Reporting to the President and Vice-Chancellor and as an integral member of the University’s executive team, the DVCR further advances the University’s research performance, diversifies research funding, oversees research infrastructure strategy, and fosters interdisciplinary and transdisciplinary areas of excellence, collaboration and innovation within Monash and with global research partners. Further information about the University’s organisational and governance and structure is available at [www.monash.edu/about/structure](http://www.monash.edu/about/structure).
Monash Sustainable Development Institute (MSDI) is committed to Sustainable Development research, translation and education. MSDI also engages across Monash to facilitate cross-faculty research partnerships that provide solutions to sustainable development challenges globally. Our expanding education focus includes postgraduate courses and PhD supervision alongside capacity development and student leadership activities. To learn more about MSDI please visit our website.

Climateworks Centre bridges research and action, for system-level transitions to reach net zero emissions across Australia, Southeast Asia and the Pacific. We act as trusted advisers, influencing powerful decision-makers to reduce emissions at scale. Climateworks convenes and facilitates relationships with an international network of organisations that support effective policies, financing and action for emissions reductions. Climateworks supports decision makers with tailored information and tools, working with key stakeholders to remove obstacles and help facilitate conditions that support the transition to a prosperous, net zero emissions future. Co-founded by The Myer Foundation and Monash University in 2009, Climateworks is a non-profit working within the Monash Sustainable Development Institute. To learn more about this work, visit www.climateworkscentre.org.

POSITION PURPOSE

The System Lead will be required to take ownership and accountability for Climateworks' program of works to reduce emissions within cities (including the built environment, infrastructure, and transport) across Australia and the Asia Pacific region, including the delivery of relevant programs and management of the team of experts. Reporting to the Head of Program Delivery, the System Lead will work in close collaboration with teams across the organisation to ensure Climateworks' impact on emissions reduction in cities is realised and maximised across multiple geographical locations.

The position will lead and update, as required, global system best practice for emissions reduction and will take a system change approach to developing, designing and implementing high-impact programs whilst leveraging the expertise of the Strategy, International and Country Context and Operations teams.

The System Lead will be expected to establish, develop and maintain exceptional high-level relationships within relevant stakeholders across multiple geographies and leverage those relationships to drive system change.

The System Lead will lead, resource as required, and be responsible for teams tasked with delivering programs within the system, and be required to closely manage and measure impact, delivery timeline, budget and reporting objectives.

A key senior member of the Climateworks’ team, the System Lead will represent Climateworks externally at system level forums and in the media (in accordance with media protocol).

Reporting Line: The position reports to the Head of Program Delivery, Climateworks Centre, under broad direction, working with a considerable degree of autonomy

Supervisory Responsibilities: This position provides direct supervision to up to 5 staff members and will oversee a team of approximately 10 - 12 staff

Financial delegation: Yes, in accordance with the University delegations schedule

Budgetary responsibilities: Yes, in line with key responsibilities

KEY RESPONSIBILITIES

Design high-impact interventions:

1. Be responsible for the implementation and update of the system strategy, designing high impact interventions with a systems change approach
2. Drive the consistent application of a system change approach, identifying emissions reduction opportunities in industry, including effective system mapping, collaborating with country leads to identify potential leverage points, developing theories of change and designing high-impact interventions (i.e., programs and projects) aimed at reducing emissions at scale.

3. Maintain a high-level understanding and apply global system best practice for emissions reduction (both explicit levers e.g., technology/policy and implicit levers e.g., narrative shifts).

4. Lead the development of related concept notes and proposals with sources of funding in mind, lead the discussions with potential funders with support from our philanthropy and partnership teams, and budget for the resulting work accordingly.

**Lead high standard program and project delivery:**

5. Lead and manage Delivery Managers across multiple geographies to deliver high quality programs and meet impact, quality, delivery timelines, budget, funding, and reporting objectives.

6. Support resourcing of new programs (including programs in development phase) with current Climateworks' staff (taking an organisational view of resourcing) and by hiring new resources, in collaboration with relevant country lead.

**Oversee program budget and progress reporting and support the Delivery Manager in resolving issues where required. Live our matrix model:**

7. Initiate, lead and develop strong partnerships with your Climateworks peers and engage and pursue cross-cutting projects demonstrating a collaborative mind set.

8. Leverage the expertise of the International and Country Context, Strategy and Communication teams and apply it to the development, design and delivery of programs in industry.

9. Contribute to Program Delivery by ensuring Climateworks' resources are being allocated effectively within the industry team, the delivery teams in other systems, and the broader organisation to maximise Climateworks' impact.

**Represent the system work:**

10. Establish, develop and maintain relationships with relevant stakeholders across multiple geographies and leverage those relationships to drive system change.

11. Actively monitor communications and outreach opportunities and prioritise and pursue opportunities where they meet impact and outreach objectives.

12. Represent Climateworks externally at system level forums and in the media (in accordance with media protocol).

**Be a leader and role model for the team:**

13. Visibly demonstrate Climateworks' leadership values and behaviours and cultivate these in the team.

14. Set teams up for success through visible and approachable leadership and coaching.

15. Be accountable for team's wellbeing and performance in delivery.

**KEY SELECTION CRITERIA**

**Education/Qualifications**

1. The appointee will have:
   - Post-graduate qualifications in urban studies or planning, business, sustainability, policy, international development or other relevant discipline and extensive professional.
experience and proven management expertise for example in councils, urban planning organisations, irrelevant advisory firms and government bodies; or

- an equivalent combination of relevant experience and/or education/training.

**Knowledge and Skills**

2. Experience working on climate change and sustainable development progress in the relevant system (i.e., industry) with demonstrated experience in project and program design and/or delivery in multiple contexts for affecting change and delivering results.

3. Demonstrated understanding of the system's international context and/or international experience and the drivers and barriers to decarbonisation and the transition to 1.5C.

4. An entrepreneurial spirit coupled with proven ability to innovate and champion the exploration of new ideas and methodologies, and to identify, pursue and secure funding and projects through successful contract negotiation with government, industry, corporate and donor organisations.

5. Demonstrable experience in facilitating and influencing stakeholders to act, identifying influencers and champions, securing their participation in industry and policy processes, and managing multi-stakeholder endorsement of co-designed outcomes.

6. Demonstrated experience and understanding of complex Systems thinking and Solutions Design with multiple variables, dynamics and stakeholders.

7. Demonstrable experience in leading, motivating and developing a professional team to deliver service excellence and continuous improvements.

8. Outstanding planning and organisational skills, with excellent administrative and project management skills, and experience in establishing priorities, allocating resources and meeting deadlines while working in a fast-changing context.

9. Proven high levels of judgment and initiative in leading major projects and collaborations, and highly-developed conceptual, analytical and evaluation skills with the ability to develop creative solutions to complex problems.

10. Strong written communication skills with the demonstrated ability to produce clear and succinct reports, proposals or submissions and an ability to represent the organisation in the media when required.

11. Outstanding interpersonal skills with the ability to negotiate, influence and build consensus at senior levels and with diverse stakeholders on complex, sensitive issues.

**OTHER JOB RELATED INFORMATION**

- Travel to other campuses of the University may be required.
- There may be a requirement to work additional hours from time to time.
- There may be peak periods of work during which taking of leave may be restricted.

**GOVERNANCE**

Monash University expects staff to appropriately balance risk and reward in a manner that is sustainable to its long-term future, contribute to a culture of honesty and integrity, and provide an environment that is safe, secure and inclusive. Ensure you are aware of and adhere to University policies relevant to the duties undertaken and the values of the University. This is a standard which the University sees as the benchmark for all of its activities in Australia and internationally.