



POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	Chief Transformation Officer
Location:	TBC
Reports to:	Chief Financial Officer
Classification:	Senior Executive
Band/level:	[EL 4]

Purpose

Supervise and enable delivery of the ABC's transformation agenda, including the execution of major programs of work across the corporation, by ensuring rigorous governance, robust project management and the culture of accountability needed to successfully deliver on the ABC's strategic priorities.

Key Accountabilities

Transformation Plan and Roadmap

- Develop a comprehensive organisational transformation plan and roadmap that can be operationalised and reported against.
- Build and implement the ABC's transformation performance framework to:
 - track, report and analyse program progress;
 - ensure achievement of the targeted outcomes;
 - establish accountability for on-time, on-budget and high-quality delivery; and
 - identify and call-out any program delivery risks or other adverse trends.
- Ensure appropriate ABC-wide transparency and understanding of transformation programs and proactively contribute to BAU functional strategy and operational planning to ensure alignment and integration between transformation and BAU activities.

Transformation Program Delivery

- Lead the development and monitor the execution of all major ABC transformation programs, to ensure the agreed stream of transformation activities and projects have been implemented and successfully delivered on time, budget and to agreed quality.
- Develop and implement comprehensive and robust organisational analytics and measures to support informed decision-making across all transformation programs.
- Establish effective project management across the organisation and sound governance across program activities
- Identify and mitigate program risks
- Identify and evaluate benefits across all transformation program activities
- Manage the successful implementation of process improvements, driving business engagement and effective design solutions through the EPMO.

Stakeholder management

- Build and maintain strong working relationships with key leaders on Divisional projects and maintain an up to date understanding of business needs and priorities.
- Engage and influence stakeholders at all levels to build transformational capacity, buy-in across the organisation and to build cross-functional engagement with program activities

- Ensure effective stakeholder engagement during all phases of program planning and execution, as well as the provision of timely, engaging, and informative communications to both internal and external stakeholders.
- Provide updates and advice to the Managing Director, Leadership Team, Board, and other key stakeholders, including regarding transformation progress and performance, risk assessments, benefits realisation, and business readiness.

Leadership

- Facilitate a connected approach to transformation bringing together the resources (people, data, and infrastructure) in a cross functional way to encourage them to embrace a networked model for execution.
- Lead the EPMO to manage the delivery of key business improvement projects and identified benefits to meet the ABC's financial and business management KPIs.
- Establish and build a capable and engaged cross functional team – including structure, roles and talent, that is aligned with ABC's values, is committed to achieving ABC's transformation objectives, and operates with agility and flexibility.
- Lead and/or work collaboratively on Divisional projects to develop and deliver corporate-wide strategies and policies.
- Implement and monitor project budgets as required to ensure efficient use of resources and achievement of divisional objectives.
- Actively promote the ABC values and apply all relevant workplace policies and guidelines.
- Cooperate with any reasonable instruction, procedure or policy relating to safety and take reasonable care for your own safety and that of other people who may be affected by your conduct while at work. Additional WHS responsibilities apply to Managers and Supervisors, Team Directors, and other Officers.

Key Capabilities/Qualifications/Experience

1. A business leader with demonstrated leadership experience in developing and implementing a business improvement / continuous improvement / organisational transformation program.
2. Extensive experience in effectively engaging and influencing wide stakeholder groups and operating across the full breadth of an organisation and its functional areas and silos.
3. Proven experience in project management planning, implementing and reporting skills.
4. Strategic thinking – ability to manage strategic initiatives from ideation to implementation.
5. Perseverance and confidence – to see projects through to the end even in the face of criticism
6. Strong interpersonal and negotiation skills with the ability to guide and influence others and work with multiple stakeholders.
7. Strong analytical and problem-solving skills.
8. Strong attention to detail and demonstrated ability to work with detailed data for presentation to senior stakeholders.
9. Excellent planning, and organisational skills and ability to cope under pressure, anticipate problems and take initiative.
10. Relevant tertiary qualifications in business/management or a related discipline - desirable.
11. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
12. **ABC Policies:** Understanding of the relevance and scope of ABC policies and the ABC Principles and a commitment to adhere to these; particularly in relation to complying with health, safety and wellbeing requirements in the workplace and acting in accordance with the ABC Principles.
13. **Diversity and Inclusion:** Experience in building an inclusive and supportive culture where diversity is valued.

