



# POSITION DESCRIPTION

Australian Broadcasting Corporation

Label	Description
Position Title:	LEADERSHIP DEVELOPMENT SPECIALIST
Position no:	50058759
Team:	[People & Culture]
Department:	Leadership & Talent Development
Location:	Ultimo
Reports to:	MANAGER LEADERSHIP AND TALENT 50025626
Classification:	Administrative/Professional
Schedule:	[Schedule A]
Roster cycle	[Non-Rostered]
Band/level:	[Band 8]
HR Endorsement:	14/01/2025

## Purpose

Design, develop, deliver, facilitate and evaluate leadership programs and initiatives for current and future leaders across the ABC to ensure it has the leadership capabilities and cultural alignment to deliver on our strategic priorities.

## Key Accountabilities

- Under broad direction, design, develop, deliver, facilitate and evaluate leadership capability initiatives and sustainable solutions in line with organisational requirements and strategies.
- Plan and manage the execution of leadership development programs and initiatives across the ABC to ensure they are scalable, consistent and deliver value.
- Use data and human centred design to inform decision making on program design, overall frameworks, and solutions to ensure it aligns with agreed program outcomes.
- Conduct surveys and provide analysis to continuously improve the effectiveness of programs tools and supporting materials.
- Facilitate a range of learning activities for both face-to-face and virtual modes of delivery to participants across all leadership levels.
- Manage program delivery end-to-end in collaboration with stakeholders, including providing guidance and support on specific leadership development needs.

- Establish and maintain effective working relationships with key stakeholders within the ABC to maintain alignment between employee needs, leadership development initiatives and strategic requirements.
- Support the team in delivering on its plans and encourage innovation and improve ways of working to ensure knowledge and experience is shared.
- Research best practice / evolutions in the leadership development field and apply to ABC programs for optimal solutions and capability uplift, including human centred design.
- Keep abreast of relevant issues and developments across both the corporation and in the wider media industry to ensure alignment of advice with the rest of the business.
- 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. Relevant tertiary qualifications, or equivalent significant skills, knowledge, and experience in implementing leadership capability in with organisational priorities.
2. Outstanding ability and experience in the end-to-end development, design, facilitation, execution and evaluation of leadership development programs and solutions in a large organisation.
3. Excellent facilitation skills across all leadership levels.
4. Demonstrated project management skills, including the ability to manage multiple projects and conflicting priorities, meet deadlines and objectives.
5. Significant ability to build and manage effective collaborative relationships with colleagues and influence stakeholders to achieve optimal project outcomes.
6. Excellent communication and interpersonal skills with the ability to build and manage effective collaborative relationships with colleagues and stakeholders, both internal and external, at all levels.
7. Highly advanced knowledge and practical application of adult learning methodologies and instructional design principles
8. Experience in developing and facilitating multi modal learning programs.
9. **ABC Principles:** Demonstrated commitment to the ABC Principles of We are ABC, Straight Talking, People Focused, Accountable and Open & Transparent.
10. **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.
11. **Diversity and Inclusion:** Ability to communicate effectively and build relationships with people from a range of diverse backgrounds.

