PROGRAM MANAGER (INDIGENOUS DATA GOVERNANCE)

DEPARTMENT/UNIT	Australian Research Data Commons
FACULTY/DIVISION	Office of the Vice-Provost (Research & Research Infrastructure)
CLASSIFICATION	HEW Level 9
DESIGNATED CAMPUS OR LOCATION	Caulfield campus

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 ground-breaking 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 **Office of the Vice-Provost (Research and Research Infrastructure)** is responsible for managing the development and implementation of infrastructure strategy, which is aligned with the University's grand challenges as well as the needs of industry. This places Monash in the best position to address the major scientific, technical and social challenges and opportunities facing Australia now and in the future.

Investing in leading-edge infrastructure and equipment supports the University's research aspirations. As part of this, the University aims to operate core research platforms, comprising cutting-edge capabilities and promoting cross discipline/organisational collaborative research. To help us achieve our vision, we are attracting funding from various sources and developing strategic partnerships with major industry partners.

Coordinated by the Office of the Vice-Provost (Research and Research Infrastructure), Monash University has established a network of core Monash Technology Research Platforms (MTRP), including the Health Data Platform. Each of the MTRP's comprise world leading technologies, strong management and governance to provide access to high-quality, specialist research services and expertise to the broad research community and industry. To learn more, please visit https://www.monash.edu/research/infrastructure/about-us/vprri

Monash University has been contracted by the ARDC, along with a number of other Universities to support the operations and activities of the ARDC

The **Australian Research Data Commons (ARDC)** is Australia's leading research data infrastructure, funded by the Australian Commonwealth Government through the National Collaborative Research Infrastructure Strategy (NCRIS). We partner with the research community and industry to build leading-edge digital research infrastructure to provide Australian researchers with competitive advantage through data. At the ARDC, we're accelerating Australian research and innovation by driving excellence in the creation, analysis and retention of high-quality data assets.

Monash and ARDC values staff diversity and champions inclusive practices. We are committed to equitable decision making and apply the principles of achievement relative to opportunity in our selection processes. This is supported by the ARDC's organisational values: Ambition, Focus, Collaboration, Flexibility, Transparency.

Only Indigenous Australians are eligible to apply as this position is exempt under the Measure Provision, Section 12 (1) of the Equal Opportunity Act 2011 (Vic)

POSITION PURPOSE

The Program Manager (Indigenous Data Governance) is pivotal in ARDC's efforts to respectfully and authentically co-design research infrastructure projects and data management for Indigenous data. The role will actively support the design, development, implementation, and ongoing impact assessment of policies, procedures and systems across all ARDC's national data infrastructure (Strategic Pillars). The primary focus of the role will be strengthening collaboration and interaction with Indigenous communities, fostering respectful partnerships, and co-designing programs for impactful research. A key aspect of the role's responsibilities will be identifying opportunities for the ARDC to collaborate with Indigenous individuals, communities, and enterprises in scientific and technological endeavours. Furthermore, the position will play a crucial role in embedding Indigenous knowledge perspectives and protocols within the ARDC's thematic research data commons. Broadening the ARDC's relationships with cultural knowledge holders and establishing strategic partnerships with key stakeholders will be a central aspect of this work, fostering co-design and co-delivery principles.

Additionally, you will be responsible for providing expertise and engaging with diverse stakeholders in research-focused environments on topics such as Indigenous Data Governance, Data Licensing, the CARE principles, and Access, Authentication and Authorisation policies. This will involve establishing frameworks for handling sensitive and culturally significant research data.

Reporting Line: The position reports to the ARDC Manager, Program Design and Delivery within the National Coordination Business Unit.

Supervisory Responsibilities: Not applicable

Financial Delegation: Not applicable

Budgetary Responsibilities: Not applicable

KEY RESPONSIBILITIES

1. Provide expertise in Indigenous data governance to support the co-design, development and implementation of policies, procedures and systems across all ARDC's national data infrastructure (thematic research data commons).

2. Lead, manage and be accountable for all aspects of the program/s lifecycle, including developing and reviewing processes to ensure the successful implementation of program goals within assigned budget, resource allocations and reporting requirements.

3. Identify and manage interactions between programs of work across ARDC's thematic Research Data Commons including undertaking high-level creative planning for cross-theme programs, projects and initiatives. Enhance the visibility of the ARDC's Indigenous initiatives, internally and externally.

4. Develop and deliver resources and activities to support a broader understanding of the CARE principles, Indigenous Data Governance and Sovereignty, Indigenous Cultural and Intellectual Property (ICIP), Access considerations and associated challenges for Indigenous knowledge and data across the ARDC and the Australian research sector.

5. Engage and establish trusted relationships with Aboriginal and Torres Strait Islander cultural knowledge holders and organisations, valuing Indigenous knowledge systems and science. Leverage Indigenous networks for developing new collaborations and strengthening existing partnerships.

6. Review and/or produce policies and procedures to ensure respectful consideration of Aboriginal and Torres Strait Islander knowledge and perspectives.

7. Other duties as directed from time to time

KEY SELECTION CRITERIA

Education/Qualifications

1. The appointee will have:
   - A degree with subsequent relevant experience; or
   - extensive management experience and proven management expertise; or
   - an equivalent combination of relevant experience and/or education/training.

Knowledge and Skills

2. A proven ability to proactively identify, foster, and cultivate collaborative and strategic relationships and partnerships with Aboriginal and/or Torres Strait Islander individuals and communities, while being mindful of and respecting their cultural sensitivities and protocols.

3. The ability to effectively communicate and engage with Indigenous knowledge and perspectives in work-related projects, with a track record of genuinely considering the input of Traditional Owners and Custodians throughout the project process and outcomes.

4. Previous experience representing an organization and/or research team in Aboriginal and/or Torres Strait Islander communities, effectively aligning efforts with organizational objectives while showing respect and sensitivity.

5. High-level planning and organisational skills, with experience in designing and delivering large programs with multiple stakeholders and projects.

6. Proven ability to nurture productive working relationships across a broad spectrum of people, roles and institutions, including the ability to consult, negotiate and liaise with colleagues in a team environment.

7. Demonstrated high-level written and oral communication, interpersonal and presentation skills.

8. Excellent organisational and time management skills, including the ability to set priorities and perform well under pressure.

9. Willingness and ability to travel within Australia as necessary for the role.

   Desirable criteria:

10. Experience with designing governance arrangements for Indigenous data and the processes to achieve this

11. Knowledge of Indigenous Cultural Intellectual Property (ICIP) and data licensing relevant to Indigenous data

OTHER JOB RELATED INFORMATION

- Only Indigenous Australians are eligible to apply as this position is exempt under the Measure Provision, Section 12 (1) of the Equal Opportunity Act 2011 (Vic)
- 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.