

Role description

Information Security Consultant

Role data

Position no.	E11340	Work Area Profile	Information and Cyber Security,
Work Level Classification	Level 7	Directorate/Business Unit	Business Services Directorate
Reports to (role)	Head of Information Security	Location	National Office, Melbourne
No. direct reports	None	No. of indirect reports	Up to 2
Version date	16-May-2019	Tenure	Ongoing

Work Area

AHPRA's overall mission is to protect the public by regulating health practitioners efficiently and effectively in the public interest to facilitate access to safer healthcare for all the community. Website: www.ahpra.gov.au

The position is core part of the National Information Security function, which comes under National Business Services and Corporate Risk and Compliance. The security team performs three core functions for the organisation - The first is providing assurance and governance of AHPRA's information security including Risk management, Audits, Policy frameworks and security awareness. The second is to manage security operations including security analytics, cyber resilience, security incident management, problem resolution, vulnerability management and reporting. The third is establishing an enterprise security strategy, security architecture and supporting projects with secure solution design and implementation.

Role purpose

This position will be mainly focused on the third core function of the security team – Enterprise Security Strategy, Architecture, Roadmap, Program building and assisting projects with security solution design.

Key Accountabilities

- Develop and maintain enterprise security strategy, architecture, roadmap, cyber security program of works and creating relevant business cases.
- Establish roadmaps for cyber security capabilities such as cloud platforms, enterprise systems, end-user cloud applications, network security, endpoint controls, identity and access management, SOC, web and e-mail security gateways etc.
- Work with project teams to define requirements for appropriate security controls within enterprise initiatives to protect AHPRA's network and systems, covering all digital, data, mobile, cloud, application development, network platforms, infrastructure platforms, endpoint, gateway, and telephony platforms.
- Perform and drive security assessments of security capabilities and emerging security solutions.

- Engage and influence, internal and external stakeholders, including third party providers, program managers, senior leadership team and other internal groups.
- Developing and maintaining an information security strategy and framework.
- Develop and maintain an information security baseline for enterprise systems and platforms.
- Developing and maintaining an Information Security architecture and technology roadmap, aligned with the overall business and information technology strategy to meet current and future business needs. Work closely with AHPRA Enterprise Architecture practice.
- Ensuring key stakeholders integrate information security into organizational processes, projects, lifecycle activities and business support functions aligned to the standards outlined in the information security strategy
- Keeping abreast of developments in the field of Information and cyber security and provide proactive, regular updates and insights to AHPRA Senior Management and Executive of the information security policy and strategy taking a proactive and pragmatic approach to corrective and preventive actions to ensure policy compliance.
- Assist in ensuring AHPRA's ongoing compliance with legal, regulatory and PCI requirements including privacy obligations are met
- Review existing IT platforms for information security design and develop, document, and communicate adherence to architecture, blueprints, standards and strategies.
- Providing expert information security advice to architect and design solutions across business systems and information technology infrastructure and assuring projects, solution designs and ongoing software development lifecycle.
- Supporting the digital transformation by embedding security best practise and data protection into the design and implementation
- Knowledge or work experience in security architecture standards such as SABSA
- Security specialist experience and/or equivalent certifications such as CISSP, CCSP, CSSLP, CRISC
- Cloud solution architecture experience and designing security solutions in at least one of the cloud platforms - Office365, Azure and AWS
- Health Safety and Wellbeing: Ensuring the workplace provides a safe working environment with the required level of care and respect for its participants. This means to:
 - Take reasonable care for own and others' health, safety and wellbeing
 - Adhere to AHPRA's workplace health, safety and wellbeing policies and procedures
- People Management: Achieving organisational goals by effectively managing the team's and team members' workplace performance. This means to:
 - Enhance and encourage direct reports' potential through development and coaching activities
 - Take actions to close identified performance gaps in a timely and effective manner
 - Comply with AHPRA performance objectives setting, review and development processes
 - Motivate direct reports' behaviour by providing clear direction and recognition of achievements as well as personally modelling AHPRA standards of behaviour

Capabilities for the role

The AHPRA [Capability Framework](#) applies to all AHPRA employees. Below is the complete list of capabilities and proficiency level required for this position.

Values	Capabilities	Proficiency level
Service	Commits to customer service	Intermediate
	Displays leadership	Intermediate
	Generates and delivers the strategic vision	Intermediate
	Demonstrates an awareness of the National Registration and Accreditation Scheme (the National Scheme) and the National Law	Intermediate
Collaboration	Builds constructive working relationships	Intermediate
	Communicates effectively	Advanced
Achievement	Demonstrates accountability in delivering results	Intermediate
	Uses information and technology systems	Advanced
	Displays personal drive and integrity	Advanced

Qualifications/Experience	Required
Qualifications	<p>Academic qualification equivalent of a bachelor's degree or higher in Information Technology</p> <p>One or more of these Security certifications or equivalent experience – Prefer SABSA, CISSP, CCSP, CSSLP, CRISC, AWS Security Engineering, Azure Security etc</p> <p>Demonstrable base of expertise across the required discipline(s) including:</p> <ul style="list-style-type: none"> ○ experience in information security architecture and developing security solution designs ○ experience in cloud platform security solution designs. <p>Proactive and deeply embedded in the ever-changing world of information security</p> <p>Tertiary qualifications, preferably university graduated</p>

Experience	<p>Ideally coming from a Software Development background and proven experience in solution design, architecture capability</p> <p>Have at least 5 years of experience in the IT security domain at variously capacities</p> <p>At least 2 years relevant experience to this role, such as solution designer, architect or senior technical SME designing solutions</p>
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Key relationships

Internal Relationships	External Relationships
Project managers, architects and solution designers	Vendors and Service providers
Executive, National Directors and Managers of Regulatory Operations, Strategy & Policy, Business Services	External auditors
Services Hub: <ul style="list-style-type: none"> - Environment, Connectivity & Support Services - Information & Decision Enablement 	Professional security related forums and peer groups
Change and Delivery Specialists	Other Government agencies having an influence or impact on AHPRA's cyber security