



## Senior Security Governance Specialist

Position Detail			
Reports To	Security and Resilience Head	Group	Safety, Security, Environment Assurance
Classification	ASA 7A	Location	Melbourne, Brisbane, Sydney, or Canberra
Reports – Direct Total	NIL		

### Organisational Environment

Airservices Australia is a government-owned organisation responsible for the safe and efficient management of 11 % of the world's airspace and provision of aviation rescue fire fighting services at Australia's busiest airports.

Our people are our greatest asset with a dynamic and diverse team operating from locations across the country – from bustling cities to regional and remote locations, including an island. This team keep Australia's aviation industry safe every day of the year, both in the air and on the ground.

We connect people with their world safely – linking family and friends, generating economic activity, creating jobs, and facilitating trade and tourism.

Airservices is committed to fostering a culture that is diverse, inclusive, and respectful. We encourage motivated individuals who love what they do, value a service first mindset and embrace a challenge to explore a career with Airservices. In return you will be a valued team member, be offered flexibility and experience a meaningful career in an exciting, ever-evolving aviation industry.

### Primary Purpose of Position

As a Senior Security Risk Specialist, you will manage an extensive library of Security governance, provide dedicated support to our Facility Security Officer (FSO) Network, and develop and deliver security training as required. You will provide security advice and assist with the development of Airservices' compliance with the Australian Government's Protective Security Policy Framework. You will form an integral part of the Security team and be a part of a high-performing and accountable team maintaining Airservices' record of Safety, Environmental, WHS, Risk and Compliance excellence.

### Accountabilities and Responsibilities

#### Reporting to the Security and Resilience Head, you will:

- Manage and implement updates to a range of security governance documents
- Provide security advice and support to the national Facilities Security Officer Network
- Develop security training packages for internal Airservices teams, including for the Facility Security Officer Network, including onboarding and the Security and Resilience team.

- Develop Security Business Continuity Plans
- Manage the FSO Network Community of Practice
- Advise and implement security arrangements for Airservices
- Assist with the development strategies to ensure successful implementation of the Protective Security Policy Framework

## People

- Maintain an effective working relationship with other Airservices staff to ensure that there is effective coordination of all activities in support of organisational objectives.
- Provide support to Airservices security staff, including Facilities Security Officers, and security contract advisors and external security consultants.
- Maintain and enhance relationships with key internal and external stakeholders concerned with aviation security and critical infrastructure resilience, and if required, represent Airservices at industry and government meetings, forums and exercises.

## Compliance, Systems and Reporting

- Contribute to enterprise governance systems and policies, including Safety, Environmental, WHS, Risk and Compliance.
- Use project management principles and methods to ensure effective and efficient delivery of security project outcomes.
- Contribute to internal reporting requirements.

## Safety

- Demonstrate safety behaviours consistent with enterprise strategies.
- Contribute to the safe provision of air navigation services through safe asset management and use practices and safe people processes.

## Key Performance Indicators

### Efficient, Effective and Accountable

- Ensure compliance of internal and external reporting requirements.
- Ensure compliance with PSPF, other Government policy and aviation security regulations.
- Develop and deliver security training packages, promotional material.
- Develop and maintain security governance documentation.
- Develop Security Business Continuity Plans.
- Complete effective assurance activities against the Security Framework that provides insight into current control effectiveness.

## Key Relationships

### As a Senior Security Risk Specialist, you are expected to maintain relationships with:

- Facilities Security Officers
- Service line managers
- Project teams and boards
- industry security participants (airports / airlines / industry bodies).

## Skills, Competencies and Qualifications

### You will be required to possess:

- Experience in the delivery of Australian Government security awareness programs.
- Certificate IV in Security Risk Management or equivalent.

- Minimum of 5 years' experience in a security operations and risk management role, with a proven track record in the delivery of protective security services, especially in an aviation, critical infrastructure, project management or government context.
- Hold or have the ability to acquire an ASIC and a Negative Vetting Level 1 Security Clearance.
- Strong influencing, stakeholder management experience.
- Advanced competency skills in Microsoft Office Suite (Office 365).
- Highly developed written and verbal communication skills.

### Performance Standards and Behaviours

**As a member of Airservices, you will consistently demonstrate performance standards and behaviours that meet our Code of Conduct. This includes:**

- Treating everyone with dignity, respect and courtesy
- Acting with honesty and integrity
- Acting ethically and with care and diligence
- Complying with all Airservices' policies and procedures, and applicable Australian laws
- Disclosing and taking reasonable steps to avoid any actual, potential or perceived conflict of interest
- Behaving in a way that upholds our vision, mission and values, and promotes the good reputation of Airservices.