

CFX Project Manager

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| **Position Detail** |  |  |  |
| **Reports To** | Integration Project Manager | **Group** | OneSKY Australia Program |
| **Classification** | ASA 7(a) | **Location** | Canberra |
| **Reports – Direct Total** | 1 |  |  |

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| **Organisational Environment** |

Airservices is a government-owned organisation providing safe, secure, efficient and environmentally responsible services to the aviation industry. Each year we manage over four million aircraft movements carrying more than 140 million passengers, and provide air navigation services across eleven per cent of the world’s airspace.

Airservices has two major operating centres in Melbourne and Brisbane and a corporate office in Canberra. We operate 29 air traffic control towers at international and regional airports, and provide aviation rescue fire-fighting services at 26 Australian airports.

The Royal Australian Air Force is charged with providing Air and Space Power to the Australian Government to achieve its national security outcomes. Within the Royal Australian Air Force, Number 44 Wing is charged with providing Air Traffic Control services, operating twelve air traffic control towers and nine approach control facilities across Australia as well as providing tactical battlefield airspace control from deployed locations.

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| **Primary Purpose of Position** |

The OneSKY Australia Program is responsible for the planning, development and implementation of Airservices next generation services including the future Civil-Military Air Traffic Management System (CMATS) through the Program – a joint activity with the Department of Defence. The Program also includes the modernisation of interfaces through System Integration and Modernisation Program (SIMP) and the delivery of the Airservices Defence OneSKY Towers (ADOT) Program.

The OneSKY Program is enabling the fundamental organisational and industry transformation required to maximise the benefits and value of the future system as expected by Airservices and Defence customers and stakeholders.

The customer furnished (CFX) Project Manager will act as an integral element of the System Integration and Modernisation Project Team, will work as part of a joint team combining Airservices and Department of Defence personnel. You will provide Project expertise to support delivery for integration projects guaranteeing adherence to the Airservices P3M Project Management Framework.

You will form an integral part of the OneSKY Australia Program team; be high-performing and accountable; and continue to deliver Airservices record of safety, environmental, WHS, risk and compliance excellence

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| **Accountabilities and Responsibilities** |

**Position Specific**

* To assist in the prepare all necessary documentation as required by the P3M Project Management Framework
* Support the Integration Project Manager contribution to the delivery of Project objectives and outcomes
* Participate in the manage of external contractor arrangements, resolving issues as they arise
* Coordinate internal and external staff to achieve project outcomes inline with the Project Management Framework
* Identify, assess and manage risks, issues, dependencies assumptions and constraints
* lead a collaborative delivery approach with internal and external stakeholders, ensuring appropriate communication and organisation change management is in place
* Produce project management artefacts to ensure the overall delivery approach is clearly described and aligns with OneSKY government requirements
* Undertake other duties as directed

**People**

* Be part a high-performance team with an emphasis on accountable performance
* Maintain an effective relationship with Airservices and Defence stakeholders to ensure effective coordination of all activities in support of organisational objectives.
* Contribute to a collaborative and inclusive culture within a cohesive team
* Develop and maintain a highly effective working relationship within the OneSKY Program and other internal and external stakeholders to ensure open and transparent communication and resolution of project and program related issues
* Assist in the planning and building of organisational capacity of the Program through education and guidance on the application of project management activities
* Develop an effective working relationship with other Airservices staff to ensure that there is effective coordination of all activities in support of organisational objectives
* The incumbent is expected to work closely with the Joint Program members in order to gain acceptance and approval of the project outcomes.

Systems, Safety and Reporting Compliance

* Adhere to enterprise governance systems and policies, including safety, environmental, work health and safety, risk and compliance.
* Demonstrate safety leadership and behaviours consistent with enterprise strategies, and manage projects in accordance with work health and safety accountability requirements

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| **Key Performance Indicators** |

**Efficient, Effective and Accountable**

* Quality project management outputs measured through overall acceptance of outputs by accountable managers and impacted stakeholders
* Collaborates effectively with peers
* Build and maintain effective working relationships with internal and external resources to ensure that project requirements are met and business needs are satisfied
* Provides team with clear direction, motivates and empowers others
* Takes responsibility for actions, outcomes and people
* Achievement of Integration Program objectives.
* To keep all project stakeholders informed and engaged

People and Safety

* Compliance with risk, safety and environmental standards in a workplace free from discrimination and harassment, with a philosophy of continual improvement

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| **Key Relationships** |

**As a Project Manager, Technology Integration**

* Integration Program Manager
* Integration Project Mangers
* Defence Project Mangers
* Project Managers, Technology, Deployment & Transition
* OneSKY Project Management Office
* OneSKY Safety Assurance and Human Factors Lead
* OneSKY Risk team

**As part of the OneSKY Australia Program**

* OneSKY teammates
* OneSKY stakeholders

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| **Skills, Competencies and Qualifications** |

Education/ Certification

* Bachelor’s degree in either an IT, engineering or other relevant subject.
* Qualified in a project management methodologies (Prince 2, PMBOK or equivalent)
* Detailed knowledge of SDLC and project management tools such as Microsoft Project

Specialised Knowledge and Experience

* 5 years demonstrated experience in ICT project management roles
* Broad knowledge of, and experience with ICT technology, CFX experience desirable
* Proven ability to manage and moderate the expectations of a wide group of stakeholders
* Demonstrated ability to develop and present innovative solutions and influence outcomes
* Demonstrated ability to establish and maintain relationships to facilitate partnerships and cooperation
* Ability to work as a team member and contribute to the overall success of a team as well as work independently
* Diversity of experience across the private and public sectors is desirable
* Desired experience in aviation
* Desired experience working within an Australian Defence environment
* Strong written and oral communication skills
* Ability to work effectively in a matrixed organisation

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| **Performance Standards and Behaviours** |

As a member of Airservices, you will consistently demonstrate performance standards and behaviours that meet Airservices Code of Conduct, as well as lead, coach and develop others in relation to the same. 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.