

Implementation Manager

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| **Position Detail** |  |  |  |
| **Reports To** | Integration Program Manager | **Group** | OneSKY Australia Program |
| **Classification** | ASA8b | **Location** | Brisbane, Melbourne, Hobart |
| **Reports – Direct Total** | 4+ |  |  |

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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 Implementation Manager, Technology Integration Team, will work as part of a joint team combining Airservices and Department of Defence personnel. You will provide expertise to support delivery for integration projects. Ensuring that Projects are justified, scoped, costed and are suitably managed in accordance with agreed quality standards.

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 prepare all necessary documentation as required by the P3M Project Management Framework
* To be an active member of Project Governance Groups
* Manage project budgets and ensure monthly financial statements, quarterly forecasts and annual budgets are accurate
* Ensure schedules, resources and forecasts are accurate
* Produce accurate and timely monthly Project status reports
* Effectively manage the Project costs ensuring all costs are captured
* Successfully manage external contractor arrangements, resolving issues as they arise
* Manage a mix of internal and external technical and non technical staff to achieve project outcomes inline with the Project Management Framework
* Respond to emerging issues and develop appropriate strategies and plans, whilst managing and moderating the expectations of a wide group of stakeholders
* Provide direction to interdependent projects across the Technology Integration Program as directed by the Technology Integration Program Manager

**People**

* Develop an effective working relationship with other Airservices staff to ensure that there is effective coordination of all activities in support of organisational objectives
* Develop high-quality and productive relationship with Airservices leadership and Defence counterparts to ensure effective co-ordination of all activities in support of organisational objectives
* Develop a high-performance team with an emphasis on accountable performance
* The incumbent is expected to work closely with the Joint Program members in order to gain acceptance and approval of the project outcomes. The incumbent will also work closely with business stakeholder and subject matter experts within the business to ensure key project requirements are captured and articulated appropriately
* The incumbent is required to develop relationships with Technology Enabelement to drive and facilitate knowledge transfer to operational staff

Systems, Safety and Reporting Compliance

* Demonstrate safety behaviours consistent with enterprise strategies

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| **Key Performance Indicators** |

**Efficient, Effective and Accountable**

* Responsible for delivering projects on-time, within budget, to the desired quality and ensuring they adhere to the Project Management Framework
* Quality project management outputs measured through overall acceptance of outputs by accountable managers and impacted stakeholders
* Build and maintain effective working relationships with internal and external resources to ensure that project requirements are met and business needs are satisfied
* Collaborates effectively with peers, notably the Integration Program Manager and Dependent Project Managers
* Provides team with clear direction, motivates and empowers others
* Takes responsibility for actions, outcomes and people
* Achievement of Program objectives
* To keep all project stakeholders informed and engaged

**Commercial**

* Support the Integration team to meet its legal and commercial obligations
* Participate in the financial management activities of the Integration team to support value for money outcomes.
* Supporting Integration Project budget and performance targets
* Support to value for money outcomes for commercial, legal and financial decisions

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 the Implementation Project Manager, Technology Integration Team**

* 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 Team**

* OneSKY teammates
* OneSKY stakeholders

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| **Skills, Competencies and Qualifications** |

Education/ Certification

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

Specialised Knowledge and Experience

* 5-10 years years demonstrated experience in ICT project management roles in significant and relevant organisations
* Broad knowledge of, and experience with, ICT technology
* Proven ability to manage and moderate the expectations of a wide group of stakeholders
* Demonstrated experience in leading people including building relationships, teamwork, managing change, conflict resolution, time management, delegation and process improvement
* Demonstrated experience in managing projects to meet cost, time, quality, and scope, including financial reconciliations
* Demonstrated sound judgement and business acumen, with a focus on results
* Desired experience in aviation / air traffic management systems
* Desired experience working within an Australian Defence environment
* Strong written and oral communication skills, including stakeholder, vendor and senior executive interaction
* Ability to work effectively in a matrixed organisation, drawing on other program capabilities (e.g. program assurance, transition planning and logistics)

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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.