



## Senior Protective Security Specialist

Position Detail			
<b>Reports To</b>	Security Policy and Assurance Lead	<b>Group</b>	Safety, Security, Environment Assurance
<b>Classification</b>	ASA 7A	<b>Location</b>	Various
<b>Reports – Direct Total</b>	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 keeps 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 the Senior Protective Security Specialist, your responsibilities will include:

- Provision of specialist security advice and implementation of protective security requirements across Airservices, inclusive of the Certification and Accreditation of Physical Security Zones in accordance with the Protective Security Policy Framework (PSPF) and other relevant Government directives.
- Provision of specialist security support to the design, project management and delivery of projects across the Airservices Project Management portfolios, inclusive of specialist security support to third party contractors.

In addition to these priority functions, you will provide general security advice for Airservices assets and sites, provide support and advice in relation to security incidents, contribute to the maintenance of the Transport Security Program and assist with the development of Airservices' compliance with the PSPF. You will form an integral part of the Security and Resilience team responsible for engaging with external security and infrastructure professionals and be a part of the broader high-performing Assurance team maintaining Airservices' record of Safety, Environmental, WHS, Risk and Compliance excellence.

## Accountabilities and Responsibilities

### Reporting to the Security Policy and Assurance Lead, you will:

- Provide advice and implementation of Commonwealth Security requirements across Airservices sites, workforces and projects.
- Implement and supervise the certification and accreditation program of all PSPF-compliant Physical Security Zones across Airservices and on third-party contractor sites.
- Advise and implement security arrangements for Airservices, the ONESKY Project and other projects.
- Contribute to the provision of security threat and risk assessments for Airservices sites, activities and projects.
- Assist with the development of strategies to ensure successful implementation of the PSPF.
- Provide security representation on project teams and engage with internal and external security stakeholders, including security contractors and facilities design teams.
- Provide expert advice to infrastructure project teams in relation to security requirements, including the production and/or review of security design briefs, in line with the standards defined in Australian Government physical security requirements documents.

### People

- Maintain an effective working relationship with other Airservices staff to ensure that there is effective coordination of all security-related activities in support of organisational objectives.
- Provide support to Airservices security staff, including facilities personnel, security contract advisors and external security consultants.
- Maintain 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.
- Maintain Security engagement with external accreditation bodies to ensure effective physical security of Airservices' sites and projects

### 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 with PSPF, aviation security regulations and other relevant government policy.
- Develop and maintain site Security Risk Assessments and Business Impact Level determinations to determine appropriate security controls.
- Assist with the ongoing improvement of security-related processes and procedures to help ensure security 'best practice' within Airservices.
- Deliver accurate and considered security advice to infrastructure projects to ensure protective security measures are sufficient to mitigate identified risks.
- Ensure security considerations are effectively balanced with safety, accessibility,

environmental and other standards.

- Ensure compliance with external reporting obligations, including to government.
- Ensure timeliness, accuracy and relevance of internal and external reporting requirements.
- Maintain detailed documentation to plan for, progress and achieve security deliverables in accordance with project management principles.
- Assist in the development and delivery of security training packages and promotional material.
- Maintain awareness of evolving government policy and regulatory environment.

## Key Relationships

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

- All Security and Resilience personnel
- Facilities Security Officers and/or Defence Security Officers
- Service line managers
- Project teams and boards
- Government accreditation and authorisation bodies (e.g. within Defence)
- Industry security participants (airports / airlines / industry bodies).

## Skills, Competencies and Qualifications

You will be required to possess:

- Australian citizenship.
- An ASIC and a minimum Negative Vetting Level 1 (NV1) Security Clearance, or the ability to obtain them (including a minimum 10-year checkable background).
- A minimum of 5 years' experience in a protective security role, with a proven track record in the delivery of security services, especially in an aviation, critical infrastructure, government or Defence context. Experience in new facility or infrastructure development projects would be an advantage.
- Experience in the certification and accreditation processes for Physical Security Zones (up to and including PSZ4) to comply with the PSPF and other relevant government policy.
- Thorough and contemporary knowledge of the PSPF. Knowledge of the Defence Security Principles Framework (DSPF) is desirable but not essential.
- Understanding of and familiarity with ASIO Technical Notes relating to secure spaces.
- Understanding of the Security Construction and Equipment Committee (SCEC), their requirements and publications.
- A sensible, risk-based approach to protective security appropriate for an organisation experiencing rapid uplift in an evolving security environment.
- Experience in external stakeholder management, particularly in relation to Government agencies including accreditation and authorisation bodies.
- Experience developing and implementing internal audit and assurance programs.
- Experience in fact-finding and investigation processes related to security incidents or near-misses, including the implementation of remediation plans.
- Strong communication and stakeholder management skills.
- Highly developed written and verbal communication skills.
- Advanced competency skills in Microsoft Office Suite (Office 365).
- A Certificate IV in Security Risk Management or equivalent qualification is desirable but not essential.
- A qualification in Project Management is desirable but not essential.

## 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.