

ROLE DESCRIPTION

ROLE DETAILS	
Role Title: Director Space	Agency: Defence SA
Classification: SAES1	Business Unit: South Australian Space Industry Centre (SASIC)
Position No: P00515	Location: Adelaide, 5000
Type of Appointment: Executive Contract (3 years)	Date: February 2025

ROLE DESCRIPTION APPROVAL	ACKNOWLEDGEMENT
Chief Executive / /	Executive / /

ROLE CONTEXT	
Role Summary:	This key position is responsible for providing executive and strategic leadership to drive and support sustainable business initiatives within South Australia's space sector. The role includes the development and implementation of the State's space industry strategy, with a focus on understanding the skills, training, infrastructure, industry needs, and policy requirements essential for fostering a thriving and sustainable space industry.
Reporting/ Working Relationships:	<ul style="list-style-type: none"> Is a lead Director in the South Australian Space Industry Centre reporting to CE SASIC. Has a dual reporting line to the Executive Director Defence and Industry, Defence SA. Develops and maintains close relationships with space industry stakeholders. Develops and maintains strategic relationships with and provides advice to a range of senior level officers, both within and external to the agency, State and Commonwealth agencies, including the Australian Space Agency, universities, local government.
Special Conditions:	<ul style="list-style-type: none"> Hold an NV1 AGSVA security clearance or be eligible to hold one. Out-of-hours work will be required on a regular basis. Some international, interstate and intrastate travel is required. A current Australian driver's licence is required.

EDUCATIONAL/VOCATIONAL QUALIFICATIONS	
Essential	<ul style="list-style-type: none"> Management experience in the space or associated industries.
Desirable	<ul style="list-style-type: none"> A relevant degree, postgraduate qualification and/or formal management qualification is highly desirable.



KEY RESPONSIBILITIES AND INDICATIVE OUTCOMES

The **Director Space** is:

- accountable for leading and supporting business development activities, including strategies and plans for the space sector;
- responsible for identification and pursuit of industry and economic development opportunities for the State within the space sector;
- accountable for understanding the skills, infrastructure and policy requirements to support a sustainable space industry;
- accountable for drafting relevant Ministerial and Cabinet documents, including briefing notes and submissions;
- responsible for providing advice and support to South Australian space businesses seeking to expand internationally;
- responsible for managing resources, including budgets to support initiatives;
- responsible for collaborating with internal teams and external partners to coordinate participation in trade and investment activities, including supporting marketing campaigns, seminars, and trade shows in the space sector;
- accountable for facilitating space components of inbound and outbound Trade Missions coordinating, where appropriate, with other State and Federal Government Departments;
- responsible for representing South Australia at international space conferences, seminars, and other events to promote the state's competitive advantages and foster relationships with key stakeholders; and
- required to participate in public speaking and engagement activities to promote opportunities in the space sector.

SPECIFIC TECHNICAL KNOWLEDGE/SKILLS/EXPERIENCE

Specialist Knowledge and Experience

- Experience working in the space industry which demonstrates:
 - knowledge and understanding of relevant space engineering and technology developments;
 - an understanding of the skills, infrastructure and policy requirements to support a sustainable space industry in South Australia;
 - knowledge of global and national developments relating to space technology; and
 - proven ability to provide leadership in the development and implementation of business initiatives relating to the space sector.
- Proven experience in developing and maintaining strong, collaborative, results-oriented working relationships with a diverse range of stakeholders, including managing the process of negotiation and mediation with industry, state and federal government agencies and other stakeholders.
- Experience and proven ability to identify and analyse highly complex, contentious and strategic issues and projects of State-wide impact, expressing clear and meaningful goals/plans and defining and delivering the necessary approaches and courses of action to achieve them.
- Demonstrated experience in developing project plans and delivering on complex strategic initiatives involving multiple stakeholders with diverse objectives.
- Confident and experienced public speaker.

Strategic Management



- Demonstrated success in achieving outcomes within politically sensitive environments with knowledge of whole-of-government issues and the essential interaction between the public and private sector including federal and state relationships.
- Proven ability to provide leadership in the development and implementation of business initiatives relating to the space industry.
- Senior project management experience in developing project plans and delivering on complex strategic initiatives involving multiple stakeholders with diverse objectives.

Communication/Interpersonal Skills

- Extensive experience in working with senior members of industry to promote and develop business growth opportunities and creating and managing networks.
- Highly developed interpersonal and communication skills which demonstrate an ability in developing and maintaining positive and constructive working relationships with government agencies and other organisations.
- Demonstrated capability in empathy, self-awareness, conflict management and influence.

Organisational Skills

- Management of budgets and applying limited resources across competing priorities.
- Experience at working independently and collaboratively, under broad direction, thinking clearly and creatively and making informed decisions in an environment characterised by high volumes of work and competing deadlines.

CORPORATE RESPONSIBILITIES

- You ensure your own personal safety and that of your co-workers and other workers by maintaining awareness, complying with agency Work Health and Safety (WHS) procedures and instructions and obeying reasonable safety instructions issued by Defence SA.
- Maintaining a commitment towards upholding the ethical behaviour and professional standards contained in the Public Sector Act 2009, the Code of Ethics for the South Australian Public Sector.
- You maintain accurate and complete records of business activities in accordance with the State Records Act 1997.
- You utilise resources and information in a responsible and accountable manner and comply with all Defence SA financial, human resources, procurement and other agency policies and procedures.
- Assist in creating and maintaining a diverse, accessible, inclusive and culturally safe workplace to enable us to reflect our community.
- At all times acting in a manner that is non-threatening, courteous and respectful.
- You participate in Defence SA's performance review process.
- You implement and maintain security in line with whole-of-government and agency policies.
- You demonstrate a commitment to supporting a culture of zero tolerance towards violence against women in the workplace and community.

SOUTH AUSTRALIAN EXECUTIVE SERVICE (SAES) CORE COMPETENCIES**Shapes Strategic Thinking and Change**

Anticipates and plans for future events, trends, problems and opportunities and exercise sound judgement. Develop creative solutions, stimulating new ways of thinking and solving problems.

Key Elements of the Competency:

- Creates vision
- Thinks and Acts Strategically
- Solves problems
- Inspires
- Leads and Influences Change

Achieves Results

Makes timely, quality decisions taking a broad range of factors into consideration. Evaluates reasonable risk-taking opportunities. Sets broad organisational goals and priorities to drive results consistent with government direction and public expectations.

Key Elements of the Competency:

- Achieves and Delivers Results
- Manages Compliance with Legislation
- Evaluates
- Drives Organisational Effectiveness
- Assumes Accountability
- Exercise Sound Judgement
- Applies Technical Expertise

Drives Business Excellence

Builds an effective, sustainable and high performing organisation through leadership. Engages and aligns human, financial and information resources to achieve strategic targets. Plans for future organisational needs to minimise risk and maximise opportunity. Leads organisational change that maximises results.

Key Elements of the Competency:

- Influences Organisational
- Leads and Develops People
- Promotes a Customer Service
- Performance
- Builds Capability and Expertise
- Ethos
- Predicts and Plans for Future
- Directs Resources Forges

Organisational Needs Relationships and Engages Others

Builds effective working relationships, networks and partnerships with internal and external bodies at all levels. Creates a commitment to customer service excellence. Actively listens to what others have to say and responds in a clear, concise and diplomatic manner. Adapts communication style as appropriate.

Key Elements of the Competency:

- Develops and Uses Political Savvy
- Negotiates and Influences
- Manages Conflict
- Promotes information sharing and the gathering of knowledge
- Establishes and maintains strategic networks
- Communicates clearly and adapts to audience

Exemplifies Personal Drive and Professionalism

Models ethical practice and embeds the values of the public sector into the culture of the organisation. Acts with integrity while promoting consistency among principles, values and



behaviours. Sets challenging personal and organisational performance standards and pursues them with passion and energy.

Key Elements of the Competency:

- Models the South Australian Executive Service Values
- Engages with risk and shows personal courage
- Displays flexibility and resilience
- Demonstrates self-awareness and a commitment to personal development
- Promotes and integrates diversity into the workplace
- Values wellbeing for self and others