



Job Details

Reference: 10478

Position Title: Communication and Adoption Strategist

Classification: Executive Level 2 (Lower) (Senior Officer Grade B)

Salary range: \$92,925 - \$105,351 per annum

Location: Melbourne

Division: Water

Status: Ongoing

Applicants: Australian citizenship – see [Essential Applicant Information](#)

Applications close: Thursday 26th June 2008

Advertisement

This role will be responsible for developing and implementing the communication and adoption strategy for the Water Division consistent with the Division's functions and with the Bureau's overall communications strategy. A well-developed knowledge of the Australian water industry is important, as well as a good understanding of the implications of the Bureau's new operations within the organisation is also invaluable.

Duty Statement

Under broad policy control and direction,

1. Implement the communications and adoption strategy for the Water Division.
2. Coordinate stakeholder engagement activity during the establishment phase of the Bureau's new role in water information and maintain this engagement into the future.
3. Conceptualise and coordinate the development and production of communications products that will inform stakeholders of the Bureau's role and plans in water information.
4. Establish and maintain formal working linkages with the corporate communications units in the Bureau and in the Department of Environment and Water Resources.
5. Assist with public presentations on the Bureau's plans in water information.
6. Assist the Bureau's corporate communications unit with media enquiries relating to the Bureau's water information and hydrological services roles.
7. Ensure that policies, principles and practices in relation to all elements of the Bureau's Social Justice Strategy are applied in the work area.

Duty representing highest function: 1 and 2

Immediate Supervisor: DEPUTY DIRECTOR (WATER) SENIOR EXECUTIVE BAND 2 (NO. 10482)

Job Profile

To secure the long term water supply of all Australians, the Australian Government has announced *Water for the Future*, a \$12.9 billion water investment program. This includes \$450 million for the 'Improving Water Information Program' administered by the Bureau of Meteorology and backed by the Commonwealth Water Act 2007 and key stakeholders.

The Bureau will enhance the quality and utility of Australia's water information by producing the National Water Account, supported by a truly national water monitoring and data collection network. The program includes development and maintenance of an integrated, national water information system freely accessible to the public.

This occupant of the position will be responsible for developing and implementing the communication and adoption strategy for the Division, consistent with the Division's functions and with the Bureau's overall communications strategy, and for coordinating the intense stakeholder engagement activity envisaged during the establishment phase of its new role. There will remain an ongoing role of stakeholder consultation and feedback.

The position requires high-level communications skills, with particular emphasis on capacities for strategic planning, coordination, personal drive, integrity and judgement. The occupant will work closely with the senior staff of the Division and with the Head of the Bureau's Corporate Communications Unit. A well-developed understanding of the Australian water industry is important. A good understanding of the implications of the Bureau's new role for the operations of the organisation as a whole is also valuable.

Selection Criteria

Selection will be made on the basis of assessment against specified selection criteria. It is in the interests of applicants to note the selection criteria and frame their applications accordingly.

To assist you prepare your application, please read the information at [General Information for Applicants](#) and complete the [Bureau of Meteorology Application Cover Form](#).

1. Capacity for Strategic Thinking. Ability to harness information and sense opportunities, show judgement, intelligence and common sense and provide informed and innovative advice.
2. Achievement Oriented. Ability to build organisational capability, implement change, clarify ambiguities and achieve closure and deliver on expected results in a timely, responsive manner.
3. Personal Drive and Integrity. Demonstrated professionalism and integrity. Well-developed capacity to make decisions. Shows personal courage and is flexible, action-oriented, resilient, self-aware and committed to personal development.
4. Capacity to Work with Others. Ability to nurture internal and external relationships, facilitate cooperation and partnerships, value differences and diversity and guide, mentor and develop people.
5. Communication skills. Ability to communicate clearly, listen, understand and adapt to different audiences and negotiate persuasively.
6. Social Justice. A good understanding of the Bureau's Social Justice Policy and commitment to its implementation in the workplace.

Contact

If you would like to know more about the Bureau of Meteorology visit <http://www.bom.gov.au/>

Please read the selection documentation and if you have any queries specific to this position please contact Mr Bruce Stewart on (03) 8638 8203 or 0419 305 409.

Applications

All applicants are advised to read the [General Information for Applicants](#) available on this website before submitting their application.

Applications should include a completed Bureau of Meteorology Application Cover Form, Résumé or CV, full details of qualifications and experience, and a Statement addressing the Selection Criteria.

Applications, which will be treated in confidence, should be forwarded to the Recruitment Manager-Water Division, no later than COB Thursday 26th June 2008.

Applications can be lodged online at <http://www.bom.gov.au/waterjobs>

By email to: waterjobs@bom.gov.au

Should you experience any difficulties with accessing the position information or have any questions relating to the application process, please contact the Recruitment Unit, by emailing waterjobs@bom.gov.au or Telephone (03) 9669 4583.