



Chief Executive Officer: **Astronomy Australia Ltd.**

Reporting to: Board of Directors

Term of Employment: Full-time, ongoing position

Location options: Australian National University, ACT; Swinburne University of Technology, VIC; Macquarie University, NSW

The Opportunity

An excellent opportunity is available for the right candidate to take on an important leadership role in the Australian astronomy community. In this role you will be in the driver's seat of strategy and funding, engaging with government, industry and academia to keep Australia in a world-leading position in scientific research.

Astronomy Australia Ltd (AAL) is a not-for-profit company whose members include all Australian universities and research organisations with a significant astronomical research capability. As Chief Executive Officer (CEO) of this company you will oversee the astronomy program of the National Collaborative Research Infrastructure Strategy (NCRIS) and advocate for AAL's vision, mission, principles and values. You will be supported by a Board of Directors made up of academic and industry leaders and have a total staff of approximately 7 FTE across Melbourne, Sydney and Canberra.

Your experience in government, industry or academia will be essential for the role, as will your experience in securing funding through communication, collaboration and negotiation with government and private sector funding sources.

Astronomy Australia Ltd. (AAL)

AAL serves as the peak body for Australian astronomy, helping the community fulfil its collective goals as determined in the Decadal Plan for Astronomy. This includes managing the NCRIS program, planning, developing and advocating for future astronomical infrastructure, and supporting other Australian astronomical activities that do not otherwise have a natural home.

Since its inception in 2007, AAL has successfully executed its vision that Australian astronomy is world leading and publicly valued. It has achieved its goals through facilitating access for Australian-based astronomers to the best research infrastructure, encouraged the sharing of astronomical technical capabilities to maximise their value to the nation, and worked to inspire the Australian nation with these astronomical achievements.

Australian astronomy faces a time of great opportunity and great risk, and AAL is seeking a CEO that will work with the national and international astronomical community, the Australian Federal Government, the Australian business community, and Science NGOs to secure and expand Australian access to the astronomical infrastructure that will lead to the next era of discoveries.

AAL has offices in Melbourne (Head Office), Sydney and Canberra, and the in-coming CEO will most likely be based in one of those locations. Noting the Australian Government is the major investor in astronomy infrastructure, there are potential benefits from a Canberra-based CEO.

Position Summary

We are seeking a new CEO to lead the charge in developing and executing our mission in partnership with the Australian astronomical community and the Australian Government. In this pivotal role, you will:

- Be accountable for leading all affairs of the company, including strategy, appointing, retaining, and managing outstanding and committed staff.
- Act as the visionary and leader of the company, driving innovation and excellence.
- Collaborate with the Board of Directors to define and achieve strategic objectives.
- Implement plans to realise these objectives, ensuring alignment with our mission.
- Report quarterly to the Board, showcasing progress or seeking support to adapt to new opportunities and challenges.

The Board is committed to actively supporting you, providing the resources and assistance needed to succeed. If you are a visionary leader with a passion for astronomy and strategic excellence, we invite you to apply for this exciting opportunity.

Key Responsibilities

In this pivotal role, you will:

- Articulate and refine as required AAL's vision, mission, principles and values, and lead AAL from these foundations.
- Lead the formulation of AAL's strategic direction in close consultation with the Board. Develop and keep updated a coherent, credible and financially viable plan to advance those strategies.
- Develop and manage the human and financial resources of AAL to meet its strategic goals and compliance obligations, including building and maintaining a team that is excellent in all dimensions.
- Enhance and maintain critical relationships with key AAL stakeholders including members and the wider astronomical community, Federal Government employees, politicians, businesses, science NGOs, and international partners.

- Respond and adapt to external factors to maintain AAL as a viable, stable, and effective platform to advance the mission of Australian astronomy.
- Work with and maintain the confidence of the AAL Board to ensure the highest standards of transparency, accountability, and trust are sustained in all company activities.

Additionally, you will:

- Develop and implement policies and procedures to support the organisation's mission and objectives.
- Ensure compliance with all legal and regulatory requirements.
- Represent AAL at industry conferences, public events, and in the media.
- Foster a culture of innovation, collaboration, and continuous improvement within the organisation.
- Oversee the preparation of annual budgets and financial reports, ensuring fiscal responsibility and sustainability.
- Mentor and support the professional development of AAL staff, promoting a positive and productive work environment.
- Be able to travel interstate monthly and overseas bi-annually.

Experience and Qualifications

The successful candidate will require the essential skills, experience and qualifications below, and would most likely have a number of the desirable traits listed.

Essential:

- Bachelor's degree in a physical science-related discipline or equivalent.
- Experience dealing with large and complex initiatives involving multiple international parties.
- Experience working with government.
- Experience securing and growing revenue.
- Organisational leadership and management skills.
- Ability to develop relationships with and influence a range of stakeholders.
- Exceptional written and oral communication skills.

Desirable:

- Experience working in the not-for-profit sector.
- Postgraduate qualification in business administration or equivalent.
- Experience in research translation.
- Experience in research infrastructure.

Selection Criteria

- Clear demonstrated alignment with the values of AAL, including personal qualities of integrity, judgment, empowerment, energy, and resilience.
- A high capacity to work effectively with AAL's stakeholders, including representing AAL at all levels.
- Ability to run a small not-for-profit Australian company, including overseeing its financial, governance, and HR compliance activities.
- Capacity to develop AAL's strategic plan with the Board and membership.
- Knowledge or high capacity to learn about the Australian research environment.
- Knowledge or high capacity to learn about national and global astronomy infrastructure.
- Ability to demonstrate collaborative relationship building and networking skills, and to rapidly formulate and articulate a strong argument in person, online or on the phone.

Deadlines and further information

- To apply for the position, e-mail a maximum 5-page application (cover letter and CV) that addresses the selection criteria by 7:00 pm AEST on 31 August 2024 to the AAL Company Secretary, Ms. Catherine Andrews: catherine.andrews@astronomyaustralia.org.au.
- Interviews will be conducted in mid-September. Final interviews will be conducted in person on the east coast.
- For further information, contact the Chair of the AAL Board, Prof. Orsola De Marco: orsola.demarco@astronomyaustralia.org.au.