Position Description

Position Title:	Executive Manager, Information and Technology
Reports to:	Executive Director, Corporate Services
Division:	Corporate Services
Location:	Orange, NSW / Remote
Employment Status:	Permanent
Hours:	Full Time - 36.75 hours/week
Salary Band:	REL 2
Citizenship:	Permanent Right to Work in Australia

About us

RIC (Regional Investment Corporation) is an Australian Government finance provider for farmers and farm-related small businesses. We were established under the *Regional Investment Corporation Act 2018* (RIC Act) to provide low-cost loans to strengthen Australian agriculture and grow thriving regional communities.

RIC farm loans support our customers to prepare, manage through and recover from drought, natural disasters or biosecurity risks causing severe financial disruption. We help accelerate plans for first-generation farmers and next-generation farmers.

Our culture & people

Our people have vision and are empowered to build a leading Australian Government agency known for its contemporary service, expertise, and integrity. They are committed, innovative and their achievements are celebrated. They are as diverse as the work they do. RIC has a vibrant culture which is based on the following Culture Statements:

Be bold, act with purpose

We are down to earth

We embrace difference and act as one

Our customers

We aim to deliver a first-class customer experience by partnering with our customers from the beginning of their journey with us. We respect the time of our customers by being transparent with them about the loan process, keeping things simple and understanding their needs.

Put simply, our customer experience principles are:

- Respect my time
- Simple and Seamless
- Partner with me
- Understand me

About the job

As the Executive Manager Information and Technology, you are responsible for setting the strategic direction and business plans for your group, influencing and developing policies and delivering the strategic agenda. You will also provide key strategic information, technology and record keeping advice to the RIC Executive Leadership Team. You will lead a team of professionals and will be responsible for building and maintaining strong relationships with key internal and external stakeholders.

Specifically, you will oversee the in-house strategic and operational technology capability, cyber security, data infrastructure and information governance. You will support senior management in making informed information, technology and project decisions and be responsible for managing and delivering the RIC's information, technology and security services.

RIC's technology environment is comprised of mobile devices running Microsoft 365 (Windows 10/11, Office 365, and Enterprise Mobility + Security), Microsoft Azure Infrastructure Services and accessing Software as a Service (SaaS) corporate applications. The RIC has minimal on-premises infrastructure.

You will be responsible for:

- Partnering with the Executive Leadership Team to translate business goals into clearly linked information, technology strategies
- Developing and implementing work plans to deliver the information, technology and record keeping strategy outcomes
- Overseeing the design and implementation of all ICT-related projects, policies, procedures and initiatives
- Overseeing all aspects of technology including, the management of technology, technology support, vendors, security, information governance and records management
- Overseeing all aspects of the RICs record keeping requirements
- Overseeing all aspects of RICs MS Azure and Data infrastructure services
- Developing and implementing comprehensive cybersecurity strategies to protect the organisation's data and systems.
- Building and maintaining the technology governance framework
- Liaising, networking and building strong productive relationships with vendors, government and regulatory stakeholders and interagency counterparts
- Management of IT costs with oversight and accountability for the annual IT budget
- Providing leadership, direction and coaching to the technology team
- Other duties as required.

You will also act as the RIC's Chief Information Security Officer and the Chief Information Governance Officer.

Job capabilities

To be successful in this role, you will have the essential attributes of a recognised leader and have:

- the ability to set the strategic direction, develop long term plans and implement operational strategies within a dynamic environment
- the ability to establish priorities, monitor progress and resolve roadblocks to ensure desired outcomes are delivered
- strong, hand-ons technical aptitude and experience across a broad range of ICT services (spanning hardware, software, digital and cyber security)
- well-developed analytical and reporting skills and highly articulate with excellent communication skills
- an ability to provide leadership in implementing and promoting a culture of change and continuous improvement, with overall responsibility for all projects and work programs within your remit
- identify, manage and evaluate risk in all decision making and delivery of outcomes
- identify and implement emerging technologies to enhance business processes and deliver the organisation strategic objectives
- make decisions within legislative and policy frameworks and address future agency and stakeholder needs when developing and implementing new systems, policies and practices
- an ability to undertake complex analysis and interpretation of data and apply significant judgement in choosing a course of action to manage highly complex and/or sensitive issues

- an ability to establish and maintain key strategic internal and external networks whilst representing and advocating on behalf of the RIC in all dealings with stakeholders and suppliers
- accountability for leading, developing, coaching and mentoring employees, managing performance and conflicts and identifying and delivering relevant training
- an ability to be a leader in creating a collaborative, consultative and engaging workplace culture and role model RIC's values and Code of Conduct.

Knowledge and experience

- Extensive experience in delivering a contemporary and reliable ICT experience that supports and achieves the business outcomes of the organisation
- Extensive hands-on technical experience across broad range of technologies, software and infrastructure. Extensive experience in project, program, and portfolio management at an enterprise/strategic level
- Demonstrated ability to provide strategic ICT implementation and management services
- Demonstrated understanding of relevant legal, policy and contemporary ICT frameworks
- Demonstrated ability to build, develop and lead high performing teams
- Demonstrated ability to influence organisational change and actively support business growth
- Government experience is desirable.

Qualifications

- Relevant tertiary qualifications in information technology or similar.
- More than 5 years' experience in a senior information and technology role.

Eligibility/Other requirements

You will be required to undergo pre-employment screening including:

- Criminal history and identity check
- Baseline Australian Government Security Vetting or above or a willingness to undertake a security vetting process if required

I acknowledge that I have read and understood the duties, responsibilities and delegations of the position as outlined in the above position description.

Name: Click or tap here to enter text.	Signature:	Date: Click or tap to enter a date.