

Position Title	Senior Manager Technical Partners Health
Group/Portfolio	Health
Classification	HEW Level 10
Position Number	00050588
Reports To	Dean Academic
Employment Type	Continuing

1.0 Position Purpose

Griffith Health is one of the largest and most diverse single academic Health faculties in the Australian University sector. The Health Group consists of five schools and provides an extensive array of high quality and innovative education programs ranging from the enabling biomedical and social health sciences to professional and clinical disciplines. Technical Partners Health (TPH) scaffolds the provision of technical support across whole-of- Group, and consists of three streams (Research, Technologies and Logistics; Laboratory and Preclinical Experience; Simulation and Practical Experience) TPH includes more than 60 technical specialists and three professional staff technical managers, working collaboratively to support Schools, Clinics, Learning and Teaching and Research within purpose-designed specialised facilities across multiple campuses and buildings.

The Senior Manager Technical Partners is a senior leadership position within the Health Group and reports to the Dean Academic and is the key advisor to the Health Group Executive regarding the management, planning and provision of specialist technical support and outcomes across the Group and takes responsibility for Technical Partners Health administrative functions including finance, human resources, communications, equipment and instrumentation and infrastructure support including Cores, and compliance and is responsible for leading the Group's technical managers and teams of technical specialists to manage dependencies across portfolios and ensure quality and consistency of technical support provision in support of Group learning and teaching, research, technologies and logistics initiatives.

2.0 Eligibility Requirements

- Relevant postgraduate qualifications with substantial experience and knowledge managing technical operations or an equivalent combination of relevant experience and/or education/training.

3.0 Key Responsibilities

- Provide high level strategic and operational advice to the Health Group Executive related to the management and planning of whole-of-Group technical support for learning and teaching and research, clinic and logistics physical infrastructure, including instrumentation and Cores.

- Prepare briefing information, planning papers and recommendations and reports.
- Oversee the operations of Griffith Health Technical Partners ensuring that operations meet requirements (standards and quality) and supervise professional positions, including technical managers.
- Lead large teams of technical specialists in the implementation of initiatives focused on enhanced service delivery, including development of a client partnership culture that emphasizes excellence in the quality and delivery of technical support.
- Oversee and coordinate the recruitment of Technical Partners staff and undertake regular performance reviews. Ensure that appropriate strategies are in place to meet development and training needs of staff.
- Provide high level strategic leadership and management of resources and facilities within the Technical Partners scope and manage significant finances including the overall technical partners operational budget; whole-of-Group equipment repairs and maintenance budgets; and work collectively with senior Group stakeholders to underpin Griffith Health CAPEX strategies including major equipment purchases, undertake budget planning, monitor expenditure in line with budgets and provide reports and recommendations to the Health Group Executive related to strategic and operational initiatives including workforce planning and efficiencies in technical service delivery.
- Develop guidelines and procedures related to technical practices to support a consistent approach to stakeholder engagement, change management and transformation.
- Ensure that Technical Partners delivery model aligns with whole-of-Group support requirements, to include Schools, Clinics, Units and Research Institutes within Griffith Health.
- Lead a team of professionals focused on continuous review and improvement and undertake regular benchmarking to remain abreast of emerging issues, maintain knowledge currency and provide advice to support business decision-making.
- Provide leadership in the establishment and implementation of technical partners objectives, guidelines, safety standards and performance indicators to reflect industry best practice and that are linked to Group operational and strategic plans and charters.
- Manage and provide strategic and operational advice to key stakeholders on the effective use of Health Group building space, equipment and other assets and on the development and implementation of strategic plans related to equipment, infrastructure and operational activities and oversee TPH participation in specialised facilities renovations and remediation projects.
- Provide specialist advice and high-level support to the Group Executive and develop and implement effective policies and procedures with a view to standardising systems and opportunities for sharing resources and deliver efficiencies that will enhance the provision of technical support for learning and teaching, research, logistics and compliance requirements within the Group.

- Take a primary leadership role in Health and Safety compliance and undertake a Special Approval role for Group's biological, chemical and equipment purchases and maintain an expert knowledge of and ensure compliance with government legislative and regulatory requirements including laboratory safety standards (e.g. AS/NZS 2243.3), OGTR and biosecurity, chemicals of security concern, drugs and poisons requirements.
- Collaborate with University stakeholders to ensure that specialised teaching and research instrumentation is maintained in accordance with legislation and University guidelines; that specialised facility workplace inspections and audits are undertaken, and corrective actions completed by TPH.
- Develop, implement and maintain a comprehensive risk register for the Technical Partners service and make recommendations to reduce risks, particularly following serious incidents and ensure workplace inductions for new technical staff, research students and staff and contractors engaged by Technical Partners working in high-risk areas is carried out by TPH.
- Contribute to Health Group committees (e.g. HS&W and Group Board) and University (e.g. GURIP & GURIIS) committees, working parties and internal and external audits.
- Lead and promote adherence to the principles of respect, high performance, inclusion, collaboration, and integrity as outlined in the Health Group Charter and exhibit good practice in relation to the same.
- Lead and promote compliance with relevant legislation and University policies and procedures, including equity and health & safety and exhibit good practice in relation to same.
- Be a leading example of the principles and values embodied in the University's Code of Conduct, and behave, act and communicate at all times to reflect fairness, ethics and professionalism.

4.0 Key Capabilities

- Griffith University identifies the attributes of resilience, flexibility, creativity, digital literacy and entrepreneurship as critical to our graduates' success, in the rapidly changing future world of work. We have established a Griffith University Capability Development Framework to provide a common language of some of the non-technical organisation skills that will support our staff to thrive now and into the future. The Capability Development Framework will assist you to understand the current skill level of this position in the non-technical but critical skill domains that are increasingly important in a changing workplace context.

To read about some of the non-technical organisation skills for this position, please see the Leads Others section of our [Capability Development Framework](#).