

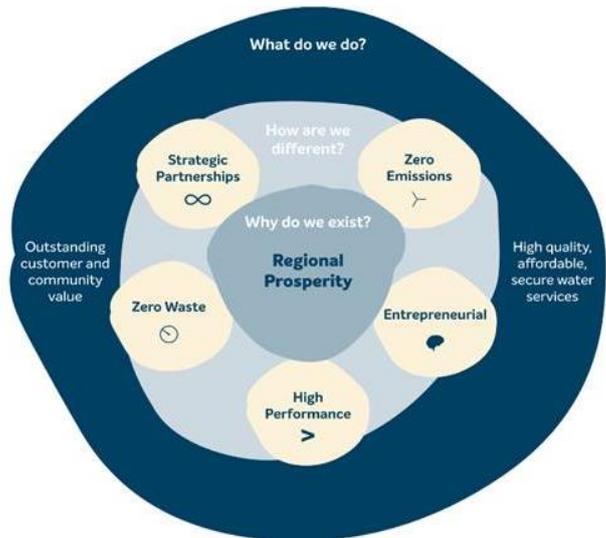
Cyber Security Lead

Group	Infrastructure Technology and Transformation
Department	Technology
Job Family	Technology Operations
Classification	SO
Approved by	Manager Technology
Date	March 2022
Position Purpose	<p>This role is responsible for the design and delivery of strategic programs to mitigate the likelihood and impact of a cyber-security incident across both information technology and operational technology, and ensures effective information management. This role will work closely with all Technology teams and across the business to influence a culture of cyber security and information management.</p> <p>This position is a member of the Technology Operations leadership team and consequently will have significant involvement in technology strategy, roadmaps and department planning.</p>

Organisation context

Recognising the challenges of climate change, population growth, rapid technological advancement and economic transition, we are shifting our mindset from water utility to being a leader of the region’s prosperity.

Our vision for regional prosperity not only encompasses economic, social, and environmental elements, but also recreational and cultural elements, including enhancing Aboriginal values.



Infrastructure, Technology and Transformation group

The purpose of the Infrastructure and Technology Group is to provide high quality, secure, affordable water, sewerage and recycled water services whilst enhancing productivity and achieving step change in customer experience, zero waste and zero emissions. We will achieve this through high performance, an entrepreneurial mindset and strategic partnerships.

Technology department

The purpose of the Technology Operations department is to maximise the use of technology and data to enable Strategy 2030. With an emphasis on adding value for our customers, Technology Operations will design, deliver and support innovative information and operation technology tools and solutions to drive high performance and maximum value for Barwon Water and BAS.

Organisational relationships

Reports to	Manager Technology
Directly supervises	Information Security Advisor Information Archivist

Accountabilities

Manage the development and delivery of Cyber Security and Information Management practices

- Lead the team to deliver the cyber security roadmap and build a cyber security culture across Barwon Water
- Lead the team to ensure good information management practices and compliance to record keeping standards.
- Define minimum standards and act as advisory to ensure security is designed into all technology projects and changes
- Manage risk register and ensure critical assets are well understood to prioritise mitigations
- Ensure processes to monitor and action external threat advisories.
- Ensure monitoring and reporting to assess effectiveness of controls
- Ensure effective assessment and monitoring of vendors, SaaS/PaaS vendors and supply chain to an acceptable risk
- Define, test and continuously improve response and recovery plans.

Ensure security and data management governance

- Lead the development and implementation of information management and cyber security policies, standards and related processes to support Technology strategy striving for a design that makes it easy for staff to comply.
- Ensure compliance to state and federal legislation in relation to cyber security (in particular VPDSS)
- Ensure compliance to state and federal legislation in relation to information\records management including disposal and retention requirements for corporate records (PROV)
- Ensure we are effectively archiving and management of physical records (including offsite storage)
- Work with the Compliance team to ensure auditing requirements are satisfactorily met
- Lead the executive governance committee.
- Provide reports and information to support risk discussions at executive and board

Coordinate the Cyber Security & Information Management team

- Coordinate resource requirements and allocate tasks to ensure the most optimal level of service delivery

- Engage and lead vendor/consultants as required to ensure successful delivery of enhancements
- Liaise with stakeholders as required to ensure successful delivery of tasks and enhancements
- Ensure the team provides outstanding service to customers (internal and external), seeking opportunities to teach and uplift digital capability across the Barwon Water group whenever possible.

Lead the Cyber Security & Information Management team

- Promote, and adhere to change control requirements ensuring system changes are effectively managed to minimise business disruption
- Ensure appropriate documentation and technology asset information is maintained.
- Maintain a high level of understanding of corporate policies, procedures and processes and relevant legislation
- Prepare, monitor and meet OPEX and CAPEX budgets

Provide technical expertise in strategy and planning

- Provide technology leadership, keeping up-to-date with industry and market trends, new ways of working and opportunities
- Contribute to the technology strategy and roadmaps
- Contribute to the Technology Operations department plan

Support innovation and continuous improvement

- Encourage staff to seek innovative technologies and solutions to improve Barwon Water and BAS security and information management practices
- Continuously seek improved ways to work and efficiencies within team
- Provide technical assistance and advice to support the implementation of improvements and projects as required
- Promote experimentation and learning within the team

Health, Safety & Wellbeing

Barwon Water is committed to providing a safe and healthy work environment to all employees. Employees are expected to perform their duties in accordance with the Occupational Health & Safety Act 2004 and all regulations, codes of practice and organisation policies and procedures. In addition, employees are expected to:

- Lead the development of SQE processes and systems within the team.
- Promote and demonstrate Barwon Water's high standards in relation to health, safety, environment and quality, championing a culture of safety in the workplace.
- Participate in workplace audits and inspections and report any opportunity for improvement
- Report unsafe work practices, incidents, hazards and near misses, and unacceptable workplace behaviours.

People Leadership

Barwon Water will comprise a diverse and accountable organisational culture, enabled through inclusive leadership and aligned to strategy, values and behaviours.

- Adopts best practice people management philosophy to motivate and inspire through high performance- performance management, providing meaningful feedback, mentoring, coaching and development, hiring
- Confidently drives, and supports change throughout the organisation to ensures sustainable outcomes, including directly engaging adversity and navigating through challenging circumstances
- Champions team engagement and promotes high performance by motivating and enabling people to make the necessary changes to efficiently deliver our organisational strategy
- Promotes and fosters collaborative team and stakeholder relationships based on growth and resilience, integrity, accountability and inclusion, and lives to the Barwon Water value of 'Leadership'

Competencies

Growth & Resilience	Brings a growth mindset and personal resilience.
Action & Accountability	Drives outcomes with purpose, ambition, accountability and action.
Business Acumen	Delivers with commercial and organisational nous.
Collaboration	Collaborates effectively across the business, organisational boundaries, with customers and established partners.
Communication	Engages and communicates with clarity, vision, purpose and impact.
Customer, Community & Partnership	Creates measurable customer, partner and community value.
Inclusion	Open and accepting of different ideas and experiences, groups and people harness their potential.
Innovation & Continuous Improvement	Actively drives continuous improvement and innovation.
Managing Ambiguity	Operates effectively, even when things are not certain or the way forward is not clear.
Strategic Focus	Sees ahead to future possibilities and translates them into breakthrough strategies.

Performance level

Action & Accountability	The Cyber Security Lead has a clear focus upon the attainment of operational and strategic objectives. Makes determinative decisions and is accountable under delegated authority. Lead development and/or implementation of policy. Employees influence day to-day and/or strategic direction of a section.
Judgement & Problem Solving	The Cyber Security Lead will use a high level of independence and analytical reasoning in determining direction for complex problem solving in alignment with strategic objectives.
Specialist Knowledge & Skills	The Cyber Security Lead requires the application of a range of specialist knowledge and skills, including relevant legislation, policies and other areas of precedent in order to direct and control a key function of Barwon Water or major functions within a department. Positions require expert knowledge and skills involving creativity and innovation in addressing and resolving major issues.
Management Skills	The Cyber Security Lead will apply developed management skills to establish and/or monitor goals and objectives. Manage Employees, budgets, work programs or major projects of Barwon Water and BAS within Technology Operations. The position will utilise leadership, evaluation and monitoring skills to facilitate the achievement of objectives. The position will direct others in the planning, implementation and review of major programs as well as participating as a key member of a functional team. The position will resolve operational problems and participate in a discrete management team to resolve key problems, demonstrating a commitment to generating innovative approaches to effectively deploy resources, meet changing circumstances and improve services.
Interpersonal Skills	The Cyber Security Lead has highly developed interpersonal skills required to influence, persuade, lead and motivate others to achieve objectives critical to Barwon Water and to resolve conflict. Communication skills are required to enable provision of key advice both within and outside Barwon Water and to liaise with external bodies.
Qualifications & Experience	Relevant degree and/or masters in Information Technology or similar related field, with extensive relevant and practical management experience.

Success profile

- A relevant tertiary qualification is required
- Extensive, relevant and practical experience in managing, implementing and/or operating security technologies.
- Detailed knowledge and understanding of information security principles, standards and frameworks especially NIST and ISO27001.
- Excellent report writing and presenting skills
- Demonstrated experience in team leadership and stakeholder management
- Exceptional communication skills
- Current Victorian Drivers Licence
- Ability to work flexible working hours according to business requirements

Equal opportunity

Barwon Water offers a work environment free of discrimination, sexual or other harassment, victimisation, vilification and bullying. Employees are expected to contribute to the maintenance of such a work environment.

Risk and Compliance Management

Barwon Water is committed to a structured approach to Fraud and Corruption and Risk and Compliance Management in support of its business objectives, including the delivery of safe and reliable water, sewerage and recycled water services to our customers and community. Barwon Water shares responsibilities for these activities across the organisation and expect employees to perform their duties in accordance with policies and procedures.

Signature

Employee Name (print)

Employee signature

Date

We understand that life balance is an important part of our employees' lives. Barwon Water offers a wide range of flexible arrangements to enable you to balance your work with other commitments and activities including family, health, study, carer responsibilities, hobbies and life/career aspirations. We provide various options such as flexible start and finishing times, working part time, job sharing, working from home and paid leave provisions that can be negotiated to help balance your personal commitments with the demands of the role.