



Position Details

Title	Director of Business Applications and Data
Registry	Corporate Services
Section	Information Technology
Classification	Executive Level 2 (EL 2)
Salary	\$133,382 - \$154,359 per annum, plus 15.4% superannuation
Employment Type	Ongoing / Non-ongoing, Full-time
Location	All Locations considered
Position Number	5608
Reports to	Deputy Chief Information Officer (Deputy CIO)

Agency Overview

The Chief Executive Officer and Principal Registrar of the Federal Court, together with officers and staff identified under the Federal Court of Australia Act 1976, the Federal Circuit and Family Court of Australia Act 2021 and the Native Title Act 1993, constitute a single Statutory Agency for the purposes of the Public Service Act 1999. Employees are engaged to work in support of one or more of the following courts or tribunal:

- Federal Court of Australia,
- Federal Circuit and Family Court of Australia, and
- National Native Title Tribunal.

Employees are covered by the [Federal Court of Australia Enterprise Agreement 2024-2027](#)

The Federal Court and the Federal Circuit and Family Court each maintain a distinct statutory identity, with separate functions and judicial independence.

Position Overview

Reporting to the Deputy CIO the Director Business Applications and Data will lead the teams concerned with the support and development of the Court's business applications including but not limited to the following:

- Case Management
- Electronic Lodgment
- Electronic Case File
- Commonwealth Courts Portal
- System reporting and Business Intelligence
- Other knowledge management systems

The Director, Applications and Data manages the following teams.

- Business Applications Support
- Business Applications Projects
- Development and DBA team
- Business Intelligence and Reporting

Position Duties

The Director, Business Applications and Data will be responsible for the following:

1. Management of vendors, including the Courts' outsourced application development provider
 - Providing quality working relationships with vendor and escalation
 - Contract management meetings as specified
 - Relationship management meetings
2. Management of internal stakeholders on applications program of work and performance. High level communication and stakeholder engagement, preparation of reports and meeting material.
3. Maintaining the applications program of work
 - Pipeline of work to be managed
 - Overall budget for applications development program
 - Timing of delivery
 - Resourcing the team appropriately
4. Presenting new approaches for delivery application support and development functions.
5. Advising stakeholders and court executive on applications issues and options.

Competencies & Attributes

The Director Business Applications and Data will lead the teams supporting and developing the Courts critical business applications seeking to deliver the best outcome for all Courts and Tribunals within the resources of the Court. A strong understanding of court functions, processes, rules, and legislative environment will be beneficial. The Director Business Applications and Data along with their direct reports (team leaders) will deliver an application and data environment which supports the needs of the Courts and Tribunals in line with the IT Roadmap, working within an environment of constrained budgets, competing priorities and high customer expectation.

1. Shapes Strategic Thinking. Demonstrated ability to:
 - Inspire a sense of purpose and direction
 - Focus strategically
 - Recognise opportunities and harness information and opportunities
 - Show judgement, intelligence and common-sense

2. Achieves results. Demonstrated ability to:
 - Build organisational capability and responsiveness
 - Marshal professional expertise
 - Steer and implement change, deal with uncertainty and clarify ambiguities
 - Ensure closure and deliver on intended results
3. Exemplifies personal drive and integrity. Demonstrated ability to:
 - Display professionalism and probity
 - Engage with risk-taking and show personal courage
 - Commit to action
 - Display resilience
 - Be self-aware
 - Commit to personal development
4. Cultivates productive working relationships. Demonstrated ability to:
 - Nurture internal and external relationships
 - Facilitate co-operation and partnerships
 - Value differences and diversity
5. Guide, mentor and develop people. Demonstrated ability to:
 - Communicate clearly
 - Listen, understand and adapt to different audiences
 - Negotiate persuasively

Formal Qualifications

1. Tertiary IT qualifications in Computer Science, or relevant industry experience will be well regarded.
2. Court experience will be highly regarded.

Special Requirements

This position will be required to work outside of normal business hours from time to time. This role will be a point of escalation for service issues and new application deployment projects. Applications deployments are typically conducted on weekends.

Selection Criteria

1. Proven experience in the oversight of significant IT software projects associated with critical business applications and data systems, including an understanding of the software development life cycle, data management, release management, testing, DevOps and automation. Alignment with strategic and technical organisational objectives.

2. Well-developed organisational skills, including the ability to prioritise and manage a heavy workload in a complex environment and achieve results under pressure and within budget allocations.
3. Experience managing the provision of a second level support function. Demonstrated experience in the establishment and continuous improvement of critical IT service delivery across a complex technical and organisational landscape, championing process improvement.
4. Experience in contract management and procurement, including the use of panel arrangements. Experience drafting documentation, use cases, requirements and requests for quotations, technical assessments of solutions and vendor liaison and management.
5. Well-developed interpersonal skills, stakeholder management, team leadership performance management, including experience in managing a geographically dispersed team. Initiative, tact, discretion, judgement, analytical and problem-solving skills of a high order.

Eligibility

Employment with the Court is subject to the conditions prescribed in the Public Service Act 1999, specifically:

1. Australian citizenship – the successful applicant must hold Australian citizenship.
2. Security and character clearance – the successful applicant must satisfy a Police Records Check, and may also be required to complete security clearances during the course of their employment.
3. Health clearance – the successful applicant may be required to complete a health declaration or attend a medical assessment to confirm their fitness for duty.

Interested candidates who have received a redundancy benefit from an APS agency are welcome to apply but note that they cannot be engaged until their redundancy benefit period has expired.

Contact Officer

For more information contact [Martin Loughton, a/g Deputy CIO Martin.Loughton@fedcourt.gov.au](mailto:Martin.Loughton@fedcourt.gov.au)

How To Apply

To apply, please complete the application form on the Court's careers portal. If you have any issues with applying, please email recruitment@fedcourt.gov.au.

[insert application instructions here]

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.