



POSITION DESCRIPTION

Directorate: Digital Canberra

Position Number: P70305

Division: Corporate Services

Classification: SOGA

Business Unit: Digital Canberra Transition

Location: Hybrid working arrangements
(Gungahlin and work from home)

Position Title: Senior Director, Engagement

Last Reviewed: August 2026

The Australian Capital Territory Public Service (ACTPS) is a values-based organisation where all employees are expected to embody the prescribed core values of respect, integrity, collaboration and innovation, as well as demonstrate the related [signature behaviours](#).

DIRECTORATE OVERVIEW

Digital Canberra leads the ACT Government's technology, digital, data, and cyber security services. We strive to improve the lives of Canberrans through delivering and supporting digital government services that are easy to access, save time, and are safe to use. We achieve this while also looking to the future – making technology investment decisions that will transform Canberra into a genuinely connected city.

Digital Canberra leads the implementation of the [ACT Digital Strategy](#) and [ACT Digital Health Strategy](#), manages ICT infrastructure for our hospitals, schools, and public service, and represents the ACT at national digital, data, and cyber security forums.

Digital Canberra has a diverse workforce across many functions and sites. We have an inclusive culture, and we ensure our people are respected, valued, and involved.

DIVISION OVERVIEW

The **Corporate Services Group** provides a range of strategic, organisational, administrative and human resources functions for Digital Canberra. The group encompasses four branches:

- Communications and Engagement
- People and Capability
- Ministerial and Government Services
- Digital Canberra Transition

BUSINESS UNIT OVERVIEW

The Digital Canberra Transition Team is a dedicated, time-limited team established to lead the design and delivery of a transformative, whole-of-organisation initiative: the establishment of a new Digital Directorate for the Territory.

The creation of Digital Canberra consolidated and integrate two existing service areas and progressively incorporate digital delivery teams from all other Directorates and agencies, ultimately establishing a Directorate with a workforce of between 1200-1500 employees responsible for design and delivery of all digital strategy, capability and programs for the ACTPS.

Operating under the leadership of an Executive Branch Manager, the DCBR Transition Team is structured across three capability domains:

- Engagement
- Finance
- Delivery

These roles require a high degree of agility, collaboration, and strategic foresight to navigate complexity and deliver sustainable transformation outcomes within tight timeframes.

POSITION OVERVIEW

The Senior Director, Engagement leads the engagement stream of the DCBR Transition.

The role is responsible for providing strategic leadership and oversight of workforce transition, staff engagement, change management and communication activities associated with the transition of technology functions into Digital Canberra.

WHAT YOU WILL DO

Under the general direction of the Executive Branch Manager the Senior Director, Engagement will:

1. Lead workforce transition, organisational design and capability activities associated with the transition of technology functions into Digital Canberra.
2. Oversee employee consultation, engagement and communication activities, ensuring staff and stakeholders are informed, supported and engaged throughout the transition.
3. Provide advice on workforce, industrial relations, organisational design and change-related matters to senior executives.
4. Facilitate workshops and engagement activities to inform transition design decisions.
5. Build and maintain productive relationships with executives, employees, unions and stakeholders across Government to achieve transition outcomes.
6. This position does involve direct supervision of staff.

WHAT YOU REQUIRE

The information below describes the capabilities that are required to perform the duties and responsibilities of the position.

Professional / Technical Skills and Knowledge

1. Demonstrated experience leading complex organisational change, workforce transformation or Machinery of Government initiatives.

2. Knowledge of organisational design, workforce planning, change management and communication frameworks.
3. Experience managing consultation, stakeholder engagement and employee relations activities in complex environments.
4. Ability to provide strategic advice, influence decision-making and manage sensitive issues.
5. Highly developed communication, facilitation and relationship management skills.
6. Understanding of workplace health and safety, including psychosocial risk management.

Behavioural Capabilities

1. Thinks strategically and applies sound judgement in complex and ambiguous situations.
2. Builds productive relationships and influences stakeholders at all levels.
3. Leads change and delivers results through collaboration and engagement.
4. Demonstrates resilience, professionalism and accountability.
5. Fosters an inclusive, respectful and high-performing workplace culture.
6. Models ACTPS values and behaviours and supports others through change.

Compliance Requirements

1. This position requires formal qualifications in Communications, and/or Change Management, and/or Human Resources.