

Canberra Institute of Technology Position Description

POSITION NUMBER:	P70089
CLASSIFICATION:	SENIOR OFFICER GRADE C
POSITION TITLE:	Industry Program Manager
DIVISION:	Education Futures and Students
COLLEGE/BRANCH:	Education Futures and Students
SECTION:	Cyber Security Centre of Excellence
SUB SECTION/COST CODE:	1748
IMMEDIATE SUPERVISOR:	Program Lead, Centres of Excellence

ABOUT US

Canberra Institute of Technology (CIT) is a dynamic, modern, and diverse vocational education and training (VET) institute of learning - and plays a major role in the development of the ACT's future workforce and building its skill base. Our core business is the delivery of high-quality vocational training and education programs and services to meet the needs of a diverse customer base – locally, nationally, and internationally.

CIT trains over 20,000 students each year, touching more lives post-secondary school than any other tertiary education institution in the ACT. As a major contributor to the economic growth of the ACT, CIT plays a significant role in ensuring a qualified and skilled workforce, attracting school-leavers and international students, increasing skill levels for those self-employed, contributing to the ACT innovation ecosystem, and driving life-long learning for the future economic and social of the ACT.

OUR PEOPLE

CIT cultivates its workforce to create an environment where our people thrive, are motivated and embrace leading roles in achieving our ambitions. Our values of student-centric, belonging, connection, excellence, integrity and wellbeing guide every decision and action that we take. They steer us towards our purpose and create a culture of trust, collaboration and accountability. These values are aligned to the ACTPS values and signature behaviours which are underpinned by the [ACT Public Service \(ACTPS\) Code of Conduct](#).

CIT is committed to building a diverse workplace through an inclusive workforce. As part of this commitment, Aboriginal and Torres Strait Islander peoples, culturally and linguistically diverse people, people with disability, and LGBTIQ+ people, are encouraged to apply.

CONTEXT

The [Strategic Compass - CIT Futures 2025](#) (the Strategic Compass) identifies four overarching strategic directions for CIT:

- Leading Change - raising our ambitions to meet new expectations
- Growing Our Region's Economy - supporting jobs, economic resilience, and future prosperity
- Advancing Canberra's Workforce - adapting our courses and means of delivery to provide skills for the future
- Transforming Our Business - investing in CITs business for viability and value

The recent national and ACT skills policy signal significant changes and new opportunities in the national and regional skills ecosystems in which CIT operates. The transformation of CIT over the next ten years will be essential to meeting the needs of jobs and businesses of the future, and to ensuring the ACT Government is best placed in the nation for opportunities, such as the drive to decarbonise on the path to net zero and the continued digitalisation of the economy. CIT are driving a contemporary approach to organisational transformation to ensure we remain relevant and able to adapt to meet the needs of students, industry and government, now and into the future.

A key enabler of CIT's strategic direction is the new flagship CIT Woden campus, opening in 2025. This Campus will be a world-leading educational campus, facilitated through digitally enabled learning and innovation spaces. It will provide the future skills and training opportunities required to meet the growing and evolving demands of students, industry, and the ACT community. The Woden campus will also enable the CIT to further support the ACT Government's Statement of Ambition in [CBR Switched On](#) and skills and workforce agenda in [Skilled to Succeed](#).

TAFE CENTRES OF EXCELLENCE

The Canberra Institute of Technology (CIT) is proud to host two nationally significant Centres of Excellence under the National Skills Agreement: the **Electric Vehicle TAFE Centre of Excellence (EV TCoE)** and the **Cyber Security TAFE Centre of Excellence (CS TCoE)**. These Centres are jointly funded by the Commonwealth and ACT Governments and are central to Australia's strategic workforce development in clean transport and digital security.

The **Electric Vehicle TAFE Centre of Excellence**, located at CIT Woden and Fyshwick, is Australia's first nationally networked centre dedicated to electric vehicle training. It plays a leading role in supporting the national transition to net-zero emissions by addressing critical skills shortages in the EV sector. The Centre delivers industry-aligned qualifications in electric, hybrid, and hydrogen vehicle technologies, and leads scalable training models for regional and national delivery. It also supports applied research, curriculum innovation, and inclusive pathways for underrepresented learners, including First Nations people, women, and regional communities. The EV TCoE forms the foundation of CIT's Future Energy Skills Hub, enabling lifelong career progression in electrified and decarbonised industries.

The **Cyber Security TAFE Centre of Excellence**, based at CIT Woden, is a strategic initiative to build Australia's sovereign cyber capability and support the 2023–2030 Australian Cyber Security Strategy. The Centre addresses critical skills gaps through tailored training programs, applied research, and industry collaboration. It offers microcredentials, higher apprenticeships, and work-integrated learning pathways, while also expanding national cyber literacy and workforce diversity. The CS TCoE plays a vital role in

strengthening cyber readiness across critical infrastructure sectors and supports the development of a resilient, job-ready cyber workforce.

Together, these Centres of Excellence exemplify CIT's commitment to national leadership in vocational education and training, delivering innovative, high-quality programs that respond to emerging industry needs and support Australia's future workforce.

THE POSITION

The Industry Program Manager leads the stakeholder engagement function to deliver the outcomes of the Cyber Security TAFE Centre of Excellence (CS TCoE).

The role is responsible for building and managing partnerships, coordinating stakeholder engagement, and facilitating the delivery of key projects and training initiatives through establishment of workplace cohorts and industry support. It also involves delivering career pathways, workshops and forums, schools programs promoting cyber pathways, and development of collaborative tertiary education activities.

RESPONSIBILITIES

- Engage with industry, cyber, and education partners to advance CS TCoE goals, coordinating stakeholder and Advisory Group meetings, events, and communications.
- Develop and nurture partnerships with defence, government, TAFEs, universities, Jobs and Skills Councils, prime contractors and advanced technology industry organisations to support the program, liaising with the Canberra Cyber Hub and Future Skills Organisation
- Work with industry and government to map skills gaps, co-design training programs, secure commitment to host pilot cohorts, and shape workplace arrangements for the higher apprenticeship to enable rapid upskilling and scaling of training delivery.
- Deliver targeted promotional activities including career interest workshops and forums, schools' engagement and industry networking forums to raise awareness of cyber pathways, training opportunities and career transitions.
- Coordinate and implement CS TCoE project stakeholder communications under direction of the Senior Stakeholder manager. Record, track and report engagement aligned with agreed milestones and deliverables.
- Develop collaborative activities with TAFE CoEs, TAFE Cyber and TAFE partners within the National TAFE Network to streamline content development and promote consistency
- Support development of the Cyber Incubator Hub through stakeholder engagement and development of strategy and policy frameworks
- This position does not involve direct supervision of staff.

PROFESSIONAL AND PERSONAL CHARACTERISTICS

The following capabilities form the criteria that are required to perform the duties and responsibilities of the position

Professional / Technical Skills and Knowledge

1. Demonstrated experience in stakeholder engagement and relationship management with a particular focus on the Cyber and IT industries, government and universities.
2. Demonstrated experience in professional engagement and presentation delivery to a wide range of stakeholders, including excellent written skills and in-person communication skills.
3. Proven ability to coordinate multiple tasks, manage competing priorities, and deliver within strict deadlines.
4. Proven capacity to work effectively in a collaborative environment with teams and individuals from education and training, industry, community organisations and government to deliver projects within agreed timeframes.

Behavioural Capabilities

5. Flexibility and versatility in a changing work environment, with the ability to manage competing priorities while maintaining high quality outcomes and working to strict deadlines.
6. Commitment to modelling ACTPS Values and Signature Behaviours, fostering a safe, inclusive, and respectful workplace.

QUALIFICATIONS AND EXPERIENCE

DESIRABLE

- Qualifications in information technology, cyber security, business, or related discipline are highly desirable.
- Experience in vocational education and training or a related industry sector will be well regarded.

Office use only

Date Position Description updated: 21/10/2025

RITM Number: XXXX