

Position Description – Data and Digital Director

Updated 21 February 2025

POSITION DETAILS	
College/Portfolio	College of Nursing and Health Sciences
Organisational Unit	Aged Care Centre for Growth and Translational Research
Supervisor	Chief Executive Officer
Classification	Senior Management Professional
Employment Type	Fixed Term, Full-Time

POSITION SUMMARY
<p>Aged Care Research and Industry Innovation Australia (ARIIA) is funded by the Australian Government to increase the capability of the aged care sector workforce to implement evidence-informed best practice and research into everyday practice and adopt innovation and technologies to improve the delivery of aged care services.</p> <p>The Data and Digital Director is a senior leadership position within Aged Care Research and Industry Innovation Australia (ARIIA), responsible for driving data and digital innovation in the aged care sector. This position provides expert leadership to support ARIIA's mission of increasing the sector's capability to implement evidence-informed best practices, adopt new technologies, and respond to evolving industry needs.</p> <p>The role focuses on developing and delivering data-driven and digital initiatives aligned with the Aged Care Data and Digital Strategy, strengthened Care Standards, and the new Aged Care Act. This includes leading applied research projects, capability-building programs, and sector-wide initiatives that enhance the use of digital applications, technology, and data analytics in aged care services.</p> <p>A key aspect of this position is fostering strong partnerships with industry stakeholders, including aged care providers, peak bodies, education and advocacy groups, and the Australian Government. The Data and Digital Director provides expert advice on the implementation of digital solutions, supports the development of practical and accessible best-practice resources, and contributes to ARIIA's internal digital capability enhancement.</p> <p>As a member of ARIIA's Executive Leadership Team, this position plays a pivotal role in achieving the organisation's strategic objectives. Responsibilities include securing external funding through tenders, grants, and commercial projects, strengthening industry and research collaborations, and enhancing ARIIA's national and international reputation in aged care innovation.</p>

UNIVERSITY EXPECTATIONS AND VALUES
<p>All staff at Flinders are responsible for understanding their obligations and responsibilities as set out in the University's code of conduct and are expected to:</p> <ul style="list-style-type: none"> demonstrate commitment to the University's values of Integrity, Courage, Innovation, Excellence, and the underlying ethos of being Student Centred; contribute to the efficient and effective functioning of the team or work unit to meet the University's objectives. This includes demonstrating appropriate and professional workplace behaviours, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one's supervisor; promote and support an inclusive workplace culture which values diversity and embraces the principles of equal opportunity;

- perform their responsibilities in a manner which reflects and responds to continuous improvement; and
- familiarise themselves and comply with the University's Work Health and Safety, Injury Management and Equal Opportunity policies.

In addition to meeting the University's Expectations and Values, ARIIA staff are also responsible for demonstrating commitment to ARIIA's Mission, Vision and Values and complying with ARIIA's policies.

A National Police Certificate which is satisfactory to the University will be required by Flinders University before the successful applicant can commence in this position.

Staff working in a health care setting are strongly recommended to be fully vaccinated against COVID in line with the SA Health policy or the relevant state where the position is operating.

KEY POSITION RESPONSIBILITIES

The Data and Digital Director is responsible for:

- Providing significant, cohesive and inspiring leadership to the ARIIA work teams and promoting a strong, high quality and innovative culture.
- As part of the Executive team, making a significant contribution to the attainment of ARIIA milestones, implementation of the ARIIA strategic plan and to the growth, impact and reputation of ARIIA.
- Developing, establishing and maintaining strategic relationships with external stakeholders, individuals, and communities to build strong networks and collaborations.
- Providing expert advice to the sector on implementation of digital applications, software or technology in aged care in response to, and with a demonstrated understanding of, the issues that are faced within the sector.
- Working strategically to identify and establish innovative ways to build on existing commercialisation activities through consultancy and contract research and services leading to sustainability.
 - Leading, developing and managing projects from conception to final delivery:
 - Developing and initiating research projects, consultancies, capability programs and/or development of knowledge related resources, ensuring alignment with organisational goals and funding criteria.
 - Establishing project structures, engage stakeholders, and define project deliverables and timelines.
 - Providing high-level advice and expertise to project teams.
 - Monitoring project progress, manage risks and issues, and report on performance against milestones.
- Overseeing the preparation of business cases, grants, tenders, position papers, and briefings for Executive, stakeholders and the ARIIA Board.
- Staying up to date with changing policy, standards and circumstances in the sector to ensure ARIIA is able to respond with best practice information gathered domestically and internationally.
- Representing ARIIA at relevant meetings, conferences and forums.
- Some out of hours work (including weekends) as well as rural SA, interstate, and overseas travel, may be required.
- Any other responsibilities in line with the level of the position as assigned by the Supervisor and/or the University.

POSITION CAPABILITIES

- Completion of a PhD, equivalent postgraduate qualification or extensive experience with a digital or data focus in a relevant field to aged care, social services.
- Nationally recognised experience in the aged care sector or relevant experience in social or health care settings. This includes having strong and demonstrable networks with providers, peak bodies, education, training and advocacy groups, and the Australian Government at a senior academic or management level.
- Demonstrated evidence of outstanding research translation, implementation or innovation track record in an area aligned with the requirements of ARIIA.
- Superior analytical, evaluation and communication skills with data (both qualitative and quantitative); and strong implementation skills including demonstrated ability to quickly assimilate new concepts and information to deliver positive, innovative solutions.
- Demonstrated expertise and experience providing high-level expert advice to a relevant sector on implementation of digital applications, software or technology.
- Demonstrated evidence of setting and implementing a strategic agenda which has resulted in timely achievement of milestones and deliverables.
- Demonstrated high level experience in developing and maintaining highly productive relationships and collaborations with industry, universities and government.
- Knowledge of intellectual property management, and proven ability to contribute to the commercialisation of programs and services.
- Exceptional interpersonal and communications skills, including the ability to articulate complex concepts, and capacity to negotiate, influence and build consensus across diverse stakeholders on complex and sensitive issues.
- Demonstrated ability to use independent judgement and initiative, under minimal supervision, to manage, organise and coordinate activities.
- Highly developed written and presentation skills and ability to produce clear, well-defined and compelling reports and documents for a range of audiences.
- Experience in development and/or application of digital platforms and technologies in a health, social or aged care setting (Desirable).