

Web Technical Team Leader, APS Level 6

Position Details

Job Reference Number	904	Title	Web Technical Team Leader
Classification	APS6	Division/ Branch	Education & Communications Branch
Status	Ongoing, Full Time	Section	Communication Services
Salary Range	\$77,902 - \$87,313	Location	National Office, Canberra ACT
Contact Person	Miranda Cook	Contact Number	(02) 6271 4591
Date Applications Open	11 May 2017	Date Applications Close	25 May 2017

Agency Purpose

The Australian Electoral Commission (AEC) is an independent statutory authority established by the Australian Government to maintain an impartial and independent electoral system for eligible voters through active electoral roll management, efficient delivery of polling services, and targeted education and public awareness programs.



The AEC's values and commitments

The AEC values and commitments are an essential component of our operating environment and frame how AEC staff work. The AEC's focus is on electoral integrity through the values of quality, agility and professionalism.

Locations

The AEC is geographically diverse with a [National Office](#) in Canberra, a [State Office](#) in each state capital and a Northern Territory Office in Darwin. Each state is divided into electoral divisions (there are 150 across Australia), which may alter in accordance with changes to the distribution of electoral boundaries.

Work Environment

The Education and Communications Branch is responsible for the AEC's education and public awareness programme which is aimed at delivering public awareness and education activities to help Australians to understand and fulfil their electoral rights and responsibilities.

The web team, within the Communication Services Section, are the AEC's experts in front-end web development. The team manage publishing for the AEC's external and internal websites and play a key role in the strategic development of these channels to meet users' needs. The team work extensively with business areas to achieve outcomes for the agency online.

Job Summary

A small group, the AEC web team delivers a range of internal and external front-end web development and publishing services to support strategic priorities and projects.

The web technical team leader has the expertise to strategically develop the agency's external facing website and intranet in line with Australian Government standards and best practice, and always puts the users' needs first.

The web technical team leader has strong front-end web developer skills, and still codes but also uses strong communication and interpersonal skills to mentor junior staff, work with clients and support the web manager deliver the team's more complex work.

Our Ideal Candidate

Our ideal candidate will possess the following:

- Strong skills and experience in:
 - Written communication
 - Client liaison
 - Time management
 - Problem solving
- Ability to effectively communicate technical concepts to non-technical people
- Ability to manage and mentor junior staff
- Strong front-end web developer technical skills:
 - Expert in HTML5, CSS3 and JavaScript
 - Highly experienced with jQuery
 - Highly experienced delivering responsive designs (bootstrap framework)
 - Experienced developing for web accessibility
 - In addition, any of the following highly regarded:
 - Commercial graphic design experience
 - Microsoft SharePoint 2013 experience
 - UI/UX design experience

What we can offer the successful candidate

This position offers the successful candidate a unique opportunity to contribute to the integrity of the Australian Electoral Commission by applying their professional knowledge and expertise.

Duties

- Supervise junior team members
- Deliver the team's "business as usual" operations:
 - a. Manage the webmaster's busy inbox, including publication of information and news items to the intranet
 - b. Assign and prioritise resources to meet business area deadlines
- Identify and implement improved work practices, processes and procedures
- Manage assigned web project work and provide ad-hoc technical advice
- Lead the front-end development of the AEC's web channels in line with Australian government standards and best practice
- Liaise with colleagues to scope requirements, accept and respond to feedback
- Design, develop, implement and test web solutions that meet business requirements

Politically Sensitive Position

Any person who is, and is seen to be active in political affairs, and intends to publicly carry on this activity, may compromise the strict neutrality of the AEC and cannot be considered.

Security requirement

There may be a requirement to maintain a security clearance or satisfy a character check.

Order of Merit

An order of merit may be created and utilised within 12 months from the position being advertised.

How to apply

Please Note: The AEC uses the Integrated Leadership System (ILS) as defined by the Australian Public Service Commission, for selection of staff at this level. Further information relating to the leadership capabilities for this position can be found at <http://www.apsc.gov.au/publications-and-media/current-publications/resources/ils-aps-6-profile>.

To apply, please provide:

1. A current CV that details your qualifications and work experience in relation to this role.
2. The Candidate Coversheet
3. A written statement (2 pages maximum) demonstrating how your abilities, relevant work experience and personal qualities relate to this position.

Select the "Apply" button for this position on the AEC website at <http://www.aec.gov.au/Employment/>

Applications will not be acknowledged upon receipt.