

# Assistant Auditor-General - PRS

## Parliamentary Reports & Services



<b>Area</b>	Parliamentary Reports & Services	
<b>Classification</b>	SES2	<b>Salary</b> \$290,601-\$419,000 (incl super)
<b>Reports to</b>	Deputy Auditor-General	
<b>Location</b>	Hybrid	

### Role Purpose

The Assistant Auditor-General (AA-G) for Parliamentary Reports & Services (PRS) is one of two AA-Gs that support the Victorian Auditor-General and is responsible for overseeing the delivery of a comprehensive work program encompassing performance audits, Parliamentary reports, and business improvement initiatives. The AA-G PRS plays a pivotal leadership role at VAGO, driving a culture of excellence, collaboration, and innovation to enhance the performance and accountability of the Victorian public sector. The role is integral to achieving VAGO's strategic objectives by providing high-quality, impactful assurance and recommendations to Parliament and the Victorian community. The AA-G PRS is a key leadership role within VAGO, fostering a people-focused and empowering environment, ensuring the development of talent and the continuous improvement of audit practices.

### Who We Are

The Victorian Auditor-General's Office (VAGO) provides assurance to Victoria's Parliament and community about the performance and accountability of the state's public sector. We achieve this by auditing and reviewing the finances and performance of state and local government entities.

VAGO helps to hold the Victorian Government accountable by conducting financial and performance audits and assurance reviews of public sector agencies and reporting the results to Parliament.

We are part of Victoria's integrity system. The office of the Auditor-General is independent - it is not controlled or directed by Parliament or the government.

### Life at VAGO

VAGO prides itself on having a harmonious and inclusive culture. We have been recognised as a highly progressive public sector organisation, with a strong focus on employee engagement. We frequently implement initiatives to support our people and their wellbeing.

A workforce with a natural curiosity about difference and what we can learn from each other, we celebrate diversity.

### Values

The VAGO values shape our work and culture and how we grow as an organisation.

We strive to embody the behaviours of an inclusive environment where people can feel comfortable being and expressing themselves.

Our values are:

#### Innovation



#### Respect



#### Accountability

#### Collaboration

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### The Role

Reporting to the Auditor-General and leading a team of 75 direct and indirect reports, the Assistant Auditor-General PRS is responsible for:

- Contributing to the development and implementation of VAGO's strategic vision.
- Managing and delivering a work program within a designated business area encompassing audits, Parliamentary reports, and business improvement initiatives.
- Fostering and creating opportunities for collaboration and professional development.

### Key Responsibilities

#### Strategic

- Develop and implement opportunities for improvement in internal and external stakeholder relationships.
- Identify emerging threats and opportunities to better target audit activity and enhance the organisation and public sector accountability.
- Lead the organisation's strategic vision and direction.

#### Operational Effectiveness

- Communicate effectively by providing clear, accurate advice and explanations, translating complex technical concepts into easily understandable terms.
- Demonstrate initiative and sound judgment when managing highly complex and sensitive projects and issues.
- Comfortably navigate complex concepts, using analytical skills and professional skepticism to work through problems.
- Foster innovative thinking, actively embracing and driving change.

- Encourage a culture of inquiry, sharing knowledge and learning, and collaborating with other teams to support the conduct of audits and projects.
- Maintain an adaptive and professional approach when building and sustaining relationships. Proactively address emerging trends, risks, issues, and opportunities.
- Serve as Acting Auditor-General or Acting Deputy Auditor-General, assuming full responsibility for the office when delegated by the Auditor-General or another Deputy.

#### People Leadership

Foster a collegiate and people-centered organisation by:

- Collaborating with colleagues as part of a multi-disciplinary team to support others.
- Mentoring, coaching, and motivating employees through recognition, on-the-job training, and formal development opportunities.
- Identifying and creating opportunities to share information both within your business area and across VAGO.

#### Behaviour

Promote and model the established VAGO values set including:

- Actively pursue learning and development opportunities that align with VAGO's goals.
- Contribute to continuous improvement by participating in audit meetings/debriefs and sharing lessons learned.
- Implementing changes that enhance work processes and systems.

#### Compliance & Records Management

- Meet corporate governance requirements by ensuring work is delivered in accordance with legislative and policy requirements.

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- Maintain records and content in VAGO's key systems (e.g. AmP, IPSAM).

### Relationships

- Build and maintain positive relationships with internal and external stakeholders, including members of the Leadership Group and audit clients.
- Represent VAGO and the Auditor-General's role at external seminars and events, actively promoting the organization's work.

### **Experience**

Extensive work in or with government and/or public administration is mandatory, with a highly developed understanding of policy development and programmatic delivery.

Proven experience in:

- Strategic leadership to identify and implement opportunities to strengthen relationships with internal and external stakeholders, recognising emerging trends, threats and opportunities to refine audit activities.
- Leading and building professional teams and effectively overseeing their performance and work outcomes whilst cultivating a shared sense of purpose.
- Actively leading, motivating, and developing individuals and teams through a coaching and mentoring approach.
- Leading by example, demonstrating collegiate, resilient, and adaptable work behaviors.
- Ability to provide clear and accurate communication, simplifying complex technical concepts for better understanding.
- Innovative thinking to actively drive change, foster a culture of inquiry, and collaboration across teams to support audits and projects.

- Guiding an organisation's strategic vision and direction to enhance public sector accountability.
- Proficiently manage risks, procurement, and resources, including finances, contracts, assets, and records.
- Using strong initiative and sound judgment to manage sensitive projects.

### **Qualifications**

- Post-graduate qualifications highly regarded.

### **Additional Information**

- We empower you to work from anywhere, including our office at 35 Collins Street, Melbourne, but we do come together when needed.
- Travel to various work locations throughout Victoria and Australia may be required.
- VAGO employees are required to comply with public sector requirements for ethical conduct, conflict of interest, Occupational Health & Safety, Diversity in the Workplace, the Human Rights Charter and Equal Opportunity principles.
- All VAGO employees are required to undergo a criminal record check and complete a Declaration of Independence on commencing employment and periodically thereafter.