



Australian
Centre for
Disease
Control

Job application kit

Chief Medical Advisor | Medical Officer Level 6

Office of the Director-General
Executive Branch

Reference: 26CDC-CMA-10089

Job reference number: 26CDC-CMA-10089

Classification level: Medical Officer 6

Job title: Chief Medical Advisor

Division / Branch: Australian Centre for Disease Control, Office of the Director-General

Employment type: Ongoing

Salary: \$308,578-\$359,203

Base location: Canberra, ACT

Security clearance requirements: Negative Vetting 2

Contact Officer: Alison Myatt Alison.myatt@watermarksearch.com.au 0412630817

About the Australian Centre for Disease Control

The Australian Centre for Disease Control (CDC) is at the frontline of improving Australia's ability to prepare for and respond to public health challenges, including pandemics. The Australian CDC is an independent technical advisory agency on public health matters and a leader in disease control, preparedness, response and prevention.

We bring together experts, data and evidence to provide independent public health advice to government. Our advice informs government decisions about preventing and controlling diseases and preparing Australia for future health threats. The CDC collaborates with national and international health bodies to strengthen Australia's public health infrastructure.

For more information on what we do, visit our website: [Australian Centre for Disease Control](https://www.cdc.gov.au).

Working with us

The Australian CDC is a dynamic place to work, offering professional growth and flexible and competitive employment conditions. Our workspaces and our culture reflect a modern, flexible and safe work environment, empowering our people to deliver their best work. We value diversity and embrace inclusion.

A job with the CDC offers:

- exciting and fulfilling work, collaborating with experts to innovate and contribute to safeguarding Australia from human diseases and public health threats
- networking opportunities with experienced leaders who support you to achieve your career ambitions
- a respectful, inclusive and safe workplace where you are supported to perform at your best
- an attractive remuneration package including generous employer superannuation contributions and allowances
- support for mutually beneficial flexible work arrangements, such as part time work, or working from home or remotely, where operational requirements allow

- modern, activity-based offices and a digitally enabled work environment to enhance communication, collaboration and innovation.

About the Office of the Director-General

The Office of the Director-General supports the Director-General in leading the organisation, providing strategic direction and oversight of the CDC. The Office consists of a Chief of Staff, the General Counsel for the CDC, the Chief Medical Advisor, and support staff.

About the Chief Medical Advisor

The Chief Medical Advisor (CMA) will provide high-level strategic, clinical and scientific leadership across the CDC, ensuring the organisation is prepared for and responsive to emerging global public health risks. The role will interpret and advise on national and international health matters that affect, or may affect, Australia, and develop and maintain strategic partnerships across government, domestic stakeholders and international counterparts.

Working collaboratively, the CMA will support understanding, assessment and mitigation of health-related risks, and strengthen Australia's public health protections. The position will expand the organisation's clinical and technical advisory capabilities by providing authoritative medical expertise and scientific leadership, including leading the delivery of in-house clinical and technical advice to ensure CDC policies are evidence-based, clinically sound and reflect best practice.

The CMA will also serve as a key spokesperson for the CDC and a senior advisor to government, playing a critical role in protecting and improving the health of Australians.

The opportunity

The successful applicant will be a key member of the Australian CDC's senior leadership team, supporting the Director-General in the provision of advice to government and playing a key role in setting the strategic direction for the organisation. You will help build organisational capability by providing inclusive leadership and through developing others.

You will be a highly respected medical officer with strong leadership skills. You will bring intellectual rigour and a strong, outcomes-focused, client-centred approach. You will operate effectively in a complex environment, managing competing priorities and delivering to tight timeframes.

These capabilities will be underpinned by highly developed communication skills, understanding of ministerial and government expectations, a demonstrated understanding of the Australian health system, and a leadership style that inspires confidence, trust and respect.

You will be innovative and flexible with a strong record of quality results. You will lead a complex work program and be responsible for the professional leadership for the medical advisory function in the CDC.

The successful candidate will:

- Share responsibility for executive leadership of the agency with the Director-General and two Deputy Directors-General, and represent the CDC and/or the Director-General at various meetings
- Develop and support governance systems and processes to ensure timely strategic oversight and continuous improvement of health advice to the Director-General, government and the public
- Rapidly develop knowledge and the ability to provide meaningful, evidence-based advice on new or developing areas within public health
- Provide specialist medical expertise to inform policy development, including contributing expertise to projects that span multiple divisions
- Direct programs of medical, public health and related services or functions of national international or Government-wide scope and significance
- Promote and manage relationships and key strategic alliances with internal and external clients, stakeholders and service providers regarding public health and medical policies and services
- Possess a high degree of personal and professional resilience, function well under pressure be able to manage a demanding workload often with competing priorities, demonstrate a commitment to evidence-based outcomes, and uphold the highest levels of ethical behaviour
- Work closely with various partners to contribute to the review and interpretation of health-related intelligence material, to identify trends and inform the provision of advice
- Promote cooperation within and between agencies to deliver outcomes across agency and portfolio boundaries
- Provide professional leadership to the medical officers within the CDC
- Be proactive in staying informed of national and international health developments
- Support the Director-General to deliver the functions of the CDC as stated in the *Australian Centre for Disease Control Act 2025*, and as a steward of the broader APS
- Promote, by personal example and other appropriate means, the APS Values, the APS Employment Principles and compliance with the Code of Conduct
- Possess professional authority and credibility, and demonstrate astute judgement and political awareness.

Key capabilities

To be a strong contender for this position, you will possess:

- Extensive experience and a proactive approach to organisational and individual development, with the ability to engender enthusiasm and professionalism in others

- Exceptional communication skills, including a proven ability to influence outcomes, provide high-level strategic advice and manage sensitivities
- Demonstrated stakeholder engagement skills to effectively influence and negotiate with a broad range of stakeholders domestically and internationally to deliver outcomes
- Proven ability to direct and manage significant change and manage several high-profile activities simultaneously, while inspiring confidence and operating effectively in a dynamic and rapidly changing environment
- Demonstrated ability at a senior level to effectively direct a multi-disciplinary team, including the ability to build and foster a positive and inclusive culture
- Proven record of responding to existing and emerging global and domestic health risks, and demonstrated understanding of their potential impact on the Australian public
- Experience speaking publicly in the media, at conferences or in similar settings.

Qualifications and experience

- Hold and maintain full and unconditional registration as a medical practitioner with the Australian Health Practitioner Regulation Agency.
- Hold a specialist qualification as recognised by the Medical Board of Australia and the Australian Health Practitioner Regulation Agency
- At least 15 years' experience in the Australian health system, preferably with public, policy and organisational health experience.

RecruitAbility minimum requirements

Minimum requirements for this role are:

- Hold and maintain full and unconditional registration as a medical practitioner with the Australian Health Practitioner Regulation Agency.
- Hold a specialist qualification as recognised by the Medical Board of Australia and the Australian Health Practitioner Regulation Agency
- At least 15 years' experience in the Australian health system, preferable with public, policy and organisational health experience.
- Exceptional communication skills, including a proven ability to influence outcomes, provide high level strategic advice and manage sensitivities.
- Demonstrated stakeholder engagement skills to effectively influence and negotiate with a broad range of stakeholders domestically and internationally to deliver outcomes.
- Demonstrated ability at a senior level to effectively lead a multi-disciplinary team including the ability to build and foster a positive and inclusive culture.
- Be able to obtain and maintain a Negative Vetting 2 security clearance.

RecruitAbility is a scheme to attract applicants with disability and create an equitable, level playing field. All vacancies for the CDC are advertised under the RecruitAbility Scheme.

Job applicants with a disability who:

- opt into the scheme
- declare they have disability, and
- meet the minimum requirements of a vacancy advertised under the scheme are advanced to a further stage in the selection process.

Candidates who opt into Recruitability are not required to provide specific details of their disability to the panel. More information on RecruitAbility can be found here: [RecruitAbility scheme: A guide for applicants.](#)

Application response (single page application)

Applicants must provide a CV, with a quick snapshot of the key responsibilities you have had in each role over the last 5 years. Applicants are also required to provide a statement of claims framed around the key duties and key capabilities of the role.

Your application will be assessed on your ability to demonstrate that you possess the required skills, knowledge, experience and qualifications to perform the role. Make sure you consider and account for the requirements of the position, based on the information provided within this job advertisement.

Please upload your CV and statement of claims/pitch as a single document. Your statement of claims should be no more than one page in total with a font no smaller than size 10. Applications that do not meet these requirements may not be considered.

Psychometric assessment

As part of this recruitment process, shortlisted applicants will be asked to complete online psychometric testing. These assessments help us better understand your work preferences and approach to problem-solving, and are used alongside other selection information to inform our decisions. The tests are not pass/fail and are designed to support a fair and consistent assessment of candidates. Further information, including instructions and timeframes, will be provided to applicants when relevant.

Eligibility

It is a requirement for anyone who is employed by the CDC to be an Australian citizen.

There may however be some exceptional circumstances where non-Australian citizens may apply, such as an individual who will have their Australian citizenship confirmed in the days or weeks preceding the closing date of application but before a formal employment offer is made. In these circumstances the candidate should liaise with the vacancy's Contact Officer to discuss their individual circumstances and confirm whether their application can be accepted.

The successful candidate must be able to obtain and maintain a Negative Vetting 2 security clearance. The successful candidate will be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

How to apply

Submit an application Please send your application quoting **Ref No A006283** to Watermark Search International [via this form](#) by **11:30pm AEST on Sunday, 10 May 2026**. We will reply to the email address used for your application.

As part of your application, you will need to provide:

- A CV of no more than 4 pages, including the contact details of at least 3 nominated referees, including a current manager and two current or former direct reports.
- A 'one page pitch'. This is your chance to tell us why you are the right person for the job and what you would bring to the role. We want to know why you want to work at the CDC, why you are interested in the role, how you can add value, and how your skills and experience apply.

Note: *incomplete applications may not proceed to shortlisting.*

Who to contact

For more information about the role and/or to discuss any reasonable adjustments you may require as part of the recruitment process, the contact officer is **Alison Myatt**
E: Alison.myatt@watermarksearch.com.au Ph: 0412630817.

If you experience any difficulties accessing or submitting your application or reaching the contact officer, please contact Watermark Search via email Alison.myatt@watermarksearch.com.au.

Indicative timeline for recruitment*

Applications open	16 April 2026
Applications close	10 May 2026
Application shortlisting	TBC
Interviews	TBC

*The above timeline is indicative only, and subject to change dependent on the number of applications.

Work environment description

Responsibilities

As detailed in Section 28 of the Work Health and Safety Act 2011 while at work, a worker must:

- Take reasonable care for their own health and safety.
- Take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons.
- Comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act.
- Cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.
- Complete all WHS related induction and training.
- Report all work related incidents and/or illnesses to the WHS Section.

Description	Requirement	Additional Information
Administrative		
1. Computer use	Yes	
2. Generic screen based	Yes	
3. Sitting at desk	Yes	
4. Standing for long periods	No	
Manual handling		
5. Lifting 0-15kg	No	
6. Lifting 15 kg +	No	
7. Climbing	No	
8. Bending	No	
9. Squatting	No	
10. Reaching	No	
11. Push/pull	No	
12. Sequential repetitive movements in short period of time	No	
13. Manual dexterity/manipulation	No	
Work environment		
14. Work with others towards shared goals in a team environment	Yes	
15. Works in isolation from other staff	No	The CDC supports flexible working arrangements
16. Distance walking (i.e. large building or inter-building transit)	No	
17. Works outdoors	No	
18. Works in a call centre environment	No	
19. Works in a customer service environment	No	
Tasks involving		

Description	Requirement	Additional Information
20. Exposure to chemicals	No	
21. Exposure to biological hazards	No	
22. Working at heights	No	
23. Requirement to wear Personal Protective Equipment (PPE)	No	
24. Requirement for full colour vision	No	
25. Work with energetics and explosives	No	
26. Exposure to petrol, oil, lubricant products that may cause dermatological conditions	No	
27. Exposure to extreme temperatures	No	
28. Confined spaces	No	
29. Exposure to non-ionising radiation	No	
30. Excessive noise	No	
31. Low lighting	No	
32. Dangerous goods/ equipment	No	
33. Exposure to airborne odours	No	
Travel		
34. Frequent travel - Vehicle	No	
36. Frequent travel - Seaborne	No	
Cyclic workload		
37. Peaks and troughs	Yes	
38. Frequent overtime	No	
39. Rostered shift work	No	