

Job description

Agency	Department of Corrections	Work unit	Custodial Operations
Job title	Assistant Commissioner Custodial Operations	Designation	Executive Contract Officer 3
Job type	Full time	Duration	Fixed for 4 years
Remuneration package	\$269,482	Location	Darwin
Position number	3016	RTF	342130
Contact Officer	Kymberley McKay on 08 8935 7412 or deputycommissioneroperations.doc@nt.gov.au		
About the agency	https://corrections.nt.gov.au/		
Apply online	https://jobs.nt.gov.au/Home/JobDetails?rtfId=333569		

APPLICATIONS MUST INCLUDE A ONE-PAGE SUMMARY ABOUT YOU, A DETAILED RESUME AND COPIES OF YOUR TERTIARY QUALIFICATIONS.

Information for applicants – inclusion and diversity and Special Measures recruitment plans

The NTPS values diversity. The NTPS encourages people from all diversity groups to apply for vacancies and accommodates people with disability by making reasonable workplace adjustments. If you require an adjustment for the recruitment process or job, please discuss this with the contact officer. For more information about applying for this position and the merit process, go to the [OCPE website](#).

Primary objective

Provide strategic leadership and direction to a Department of Corrections portfolio, working closely with the Commissioner and Deputy Commissioner in the delivery of correctional services whilst also supporting the future development of effective operations.

Context statement

Assistant Commissioners drive reform, including cultural reform, and are expected to lead by example and model departmental values. This role encompasses leadership across Darwin, Alice Springs, Berrimah correctional centres, work camps, territory wide operations and growth projects, focusing on upholding community safety through secure custody, offender supervision, and rehabilitation, fostering a culture rooted in mutual respect and stakeholder engagement.

Key duties and responsibilities

1. In partnership with other Assistant Commissioners, provide strategic direction and leadership to and for an operational service portfolio, in line with the Correctional Services Act 2014, the Department of Corrections Strategic Plan and Commissioner's Directives.
2. Lead a portfolio management team to deliver community safety through secure custody of prisoners, community supervision of offenders, the delivery of education, training and skills development, rehabilitation programs, employment and other activities to reduce reoffending through an integrated 'one corrections' approach.
3. Lead an integrated team of correctional services staff to deliver outcomes in an environment which builds a culture of mutual respect between staff, and between staff and prisoners or supervised persons, while building working relationships and partnerships with a wide range of stakeholders including government, NGOs, communities, elders, unions, industry and service providers to deliver operational outcomes.
4. Contribute to the objectives of the Aboriginal Justice Agreement and reduce recidivism rates by ensuring the delivery of culturally appropriate programs, employment opportunities, through care planning, post-release planning, and reintegration into community.
5. Be accountable for the efficient management of human, physical, technological and financial resources, including undertaking business planning, budget management and other audit and compliance monitoring activities which foster innovation and continuous improvement.

Selection criteria

Essential

1. Success as an innovative and dynamic senior leader in setting and achieving strategic goals and results, driving performance improvement and leading operational service delivery in a correctional services or similar regulatory environment.
2. Extensive experience in leading complex project delivery, designing and delivering organisational strategy, with the ability to manage fiscal and human resources across multi-disciplinary organisations, and superior skills in providing briefings to senior executives, ministers and across-government senior stakeholders.
3. Highly developed stakeholder and relationship management capabilities with the ability to persuade, influence and negotiate with stakeholders and employees across diverse organisational settings to address issues in the criminal justice system.
4. Highly developed judgement and analytical skills and proven ability to understand and navigate the political, social and organisational landscape.
5. Demonstrated understanding of government and non-government agencies, support services, community groups, Aboriginal and other organisations interfacing with the criminal justice system, with highly developed knowledge of cultural and social issues that affect Aboriginal people in custody and the ability to apply this knowledge into policy, programs and operations.

Desirable

1. Tertiary qualifications in a relevant field, preferably at a graduate level.
2. Knowledge and understanding of the NT criminal justice framework, in particular the role of correctional services in improving outcomes to reduce recidivism.

Further information

Department of Corrections has a Smoke Free Policy. Staff are not permitted to smoke anywhere on DoC premises, facilities or in vehicles, nor whilst working off-site. The successful applicant will be required to undergo a criminal history check confirmed by a fingerprint and name check and an internal DoC Integrity Check prior to confirmation of employment. A positive criminal history will not necessarily exclude an applicant from this position.

This recruitment process is being supported by NTPS panel contractor HG Leadership. For more information about the position, please visit - <https://www.hardygroupintl.com/job/nt-department-of-corrections-assistant-commissioner-custodial-operations>

Approved: 13 February 2026

MATTHEW VARLEY, COMMISSIONER