

PDD - 050 : Deputy Technical Director

21-Apr-22

Position Description:

The INCOSE Deputy Technical Director is an appointed Director position with a two-year term of Office which runs concurrently with that of the Technical Director. The Deputy Technical Director reports to the incumbent Technical Director and is normally expected to succeed the Technical Director on completion of their term of office. The Deputy Technical Director assists the Technical Director in the performance of their duties which are focused on the leadership, management and governance of INCOSE's diverse technical activities across the range of systems engineering practices in different domains around the world.

Responsibilities:

- Assists the Technical Director in the Preparation, Coordination, Communication and Management of the Technical aspects of the INCOSE Long Range and Annual Operating Plans
- Assists the Technical Director to govern activities related to the development of Systems Engineering reference products, contributions to SE standards, assistance with SE events, contributions to promotional materials specific to a Systems Engineering topic or domain, and fostering working relationships with other organizations that have similar interests
- Leads specific tasks and coordinates specific activities of the Technical Operations Assistant Directors team as assigned, with particular focus on the internal performance of the Technical Operations organization.
- Participates in BOD Meetings, representing the Technical Director in the Technical Director's absence
- Serves on other committees as assigned

Authority:

- Leads the team of Technical Operations Assistant Directors in the absence of the Technical Director
- Non-Voting Member of the BOD
- See INCOSE Policies RACI for Accountabilities and Responsibilities for INCOSE Policies

Accountability:

- As stipulated in the INCOSE Bylaws, ADM -101, BOD – 100 and TEC – 100.
- Compliance with directives on conflict of interest and all policies and procedures of the organization

Required Skills:

- Strong oral and written communication skills
- Able to communicate effectively across international and cultural boundaries
- Broad understanding of the diversity of systems engineering practices and application sectors
- Experience of the leadership and coordination of activities within a volunteer organization

Level of Effort

720 - 900 hours/year (40% - 50% Full Time Equivalent)

Note: INCOSE is an International Organization. Link calls often take place outside normal working hours to accommodate time zone differences.