



Director Business Strategy - Executive Level 2

Phillip, ACT (VN 5821 & 5921)

AHL's purpose is to provide safe, comfortable, culturally appropriate and affordable short-term accommodation for Indigenous Australians who need to be away from home to access medical services, education and economic opportunities.

A career with AHL will provide you with a chance to contribute to improving the quality of life and economic opportunity for Indigenous Australians.

An exciting opportunity exists for an experienced and motivated professional to work closely with AHL's Board, CEO and Executive to contribute to and drive a number of the organisation's key objectives.

The Director, Business Strategy manages key functions on behalf of the AHL Executive through the provision of proactive, efficient and effective corporate planning and administrative management. Including, providing timely and relevant advice and information, managing stakeholder relations, coordinating key corporate responsibilities and forward planning the organisation's strategic direction.

The position provides support to the CEO and the Executive, including coordination, communication and implementation of projects and strategies to support the achievement of strategic and operational objectives.

The Director, Business Strategy plays a key role in contributing to the Board's strategic agenda, and supports the Board's obligations to meet governance requirements for the organisation. It is important that the successful applicant be able to demonstrate a track record of professionalism in an environment dealing with sensitive, in-confidence matters. As a strategist, advisor and negotiator, the successful candidate will provide a range of high level executive, secretariat and project coordination services. This will include managing media, parliamentary matters, internal and external stakeholder engagement and implementing strategies to support the achievement of the AHL's strategic and operational objectives.

Vacancy Information

Job Title:	Director, Business Strategy
Classification:	Executive Level 2 (EL2) – Ongoing; Full-time (37.5 hours per week)
Salary and benefits:	<ul style="list-style-type: none"> ** \$120,871 - \$124,047 per annum plus 15.4% superannuation Access to generous salary packaging of \$15,900 per FBT year for mortgage, rent and living expenses. Car parking space - free of charge <p>**An attractive remuneration package will be negotiated with the successful candidate, based on their skills, experience and suitability for the role.</p>
Location:	Phillip, ACT
Contact Officer	Dermot Walsh, Chief Financial Officer & Company Secretary, 02 6212 2036
Closing Date	Applications should be emailed to applications@ahl.gov.au by 28 April 2021.



P.R.O.U.D.

WE ARE... PROFESSIONAL RESPECTFUL OPEN UNDERSTANDING DEDICATED

The Duties and Responsibilities of the role include:

1	Management of high level operational and strategic advice through to the CEO, Board and Executive.
2	Preparation of high-level corporate submissions, responses, briefings and strategic input into key government and Parliamentary mechanisms.
3	Coordination of high-level internal governance and business improvement initiatives.
4	Strategic program, consultancy and media management.
5	Development and monitoring of key corporate governance frameworks, incorporating Corporate Plan and compliance with <i>Public Governance, Performance and Accountability Act 2013</i> reporting requirements (including Annual Reports).
6	Development and delivery of initiatives in line with the Board's Strategic Work Plan.
7	High level engagement with intergovernmental and community-based stakeholder representatives.
8	Support secretariat function for AHL's Board and Board committees.
9	Other duties as directed.

The successful candidate will have demonstrated:

1	Respect for diverse backgrounds, experiences, and perspectives. In particular, possess a high level of cultural capability in order to lead and champion an authentic and respectful interest and engagement with Aboriginal and Torres Strait Islander culture, policy, and peoples.
2	Ability to apply and maintain an in-depth understanding of the role and responsibilities of the organisation, incorporating a comprehensive understanding of AHL's impact on the wider political and community context in which it operates and be effective, versatile, and action oriented.
3	Extensive experience supporting senior management and demonstrated ability to work in a fast-paced, dynamic, complex and evolving environment.
4	Strategic and project management skills and the ability to successfully undertake both strategic planning and execution. Well-developed time management and organisational skills.
5	Proven capacity to work collaboratively across the agency, in dealings across government and within the community. Ability to evidence conformance to highest levels of good governance. Manage challenging and complex issues calmly and logically.
6	Excellent written and verbal communication skills with attention to detail and ability to respond to significant, complex and novel challenges with a high level of resilience and persistence. Be able to articulate concepts and put forward compelling arguments and rationales to all levels and types of audiences.
7	Ability to distil complex information and concepts and present them in a variety of formats.
8	Demonstrated ability to be proactive and assertive, while understanding boundaries, with ability to be tactful with sensitive matters and retain confidentiality.
9	Ability to balance, prioritise and delegate competing strategic and operational interests. Ability to work autonomously and with teams.
10	Personal attributes including flexibility, resilience, emotional intelligence, integrity and high levels of initiative.

Our values:

In AHL we demonstrate P.R.O.U.D values and recruit candidates with these qualities.



Recruitment Initiatives

AHL vacancies are advertised under various initiatives. When completing an application form, you must select the initiative/s you are applying under, which include:

Identified (5821IP) positions are open to all members of the community. Indigenous peoples, and non-Indigenous peoples with a commitment to working with Aboriginal and Torres Strait Islander Peoples are encouraged to apply. Documents pertaining to an applicant's Indigenous heritage are not required.

OR;

Affirmative Measures (5921AM) positions (to constitute an Affirmative Measure under subsection 8(1) of the Racial Discrimination Act 1975) are open to Aboriginal and Torres Strait Islander peoples only. To be eligible to apply under the Affirmative Measures initiative, applicants must be of Aboriginal and/or Torres Strait Islander descent; identify as an Aboriginal and/or Torres Strait Islander person; and be accepted by their community as being an Aboriginal and/or Torres Strait Islander person. Successful applicants may be asked to provide documents pertaining to their Indigenous heritage.

Further, **RecruitAbility** applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the position. For more information see: <http://www.apsc.gov.au/priorities/disability/recruitability>

How to apply:

1. Complete the position **Application Pack** available on our website. Provide **one to two page pitch** in the space provided in the Application Pack, outlining your relevant skills, knowledge and experience demonstrating why you are the best candidate for the role.
2. Prepare your **resume** outlining your career history, qualifications and contact details for at least two recent **referees**.
3. Send an email with your Application Pack and resume to applications@ahl.gov.au by the closing date, **28 April 2021**. Please include your name and the position title in the subject of your email.

Assessment of applications:

A selection decision may be based solely on your written applications and referee reports. Your cultural competency will be an important factor in the assessment. Your referees may be contacted at any stage of the assessment process to validate your claims. It is therefore important that you advise them of your application and that you feel confident they will be able to comment on your suitability for this role.