

## Chief Operating Officer

### The Organisation:

Participate Australia has been supporting people with disabilities since 1983, previously as Family Resource and Networks Support Incorporated (FRANS). In March 2017, our organisation undertook a transfer to a company limited by guarantee under the new name, Participate Australia.

We believe that 'participation' is fundamental to a contemporary discourse about disability. It appears 26 times in one way or another in the United Nations Convention on the Rights of Persons with Disabilities, which seeks to achieve full participation in society of people living with disability. We are committed to playing our part in supporting people with disabilities to achieve this goal.

Participate Australia makes a difference in the lives of people with disabilities by respecting their dignity, autonomy, freedom of choice and independence, and by supporting the achievement of their goals.

We strive for a community that respects human dignity and freedom and the personal identities of children, women, and men; is non-discriminatory and affirms equality while valuing difference and sustains full and effective participation and inclusion by ensuring equal opportunity and accessibility.

### The Position:

Participate Australia is currently seeking an experienced Chief Operating Officer who will report directly to our CEO. The successful candidate will work closely with the CEO and the Executive Team to develop and execute the organisational strategy and business planning processes necessary to realise the implementation of our strategy and vision. You will oversee the organisation's operational objectives with continuous improvement of organisational efficiency and effectiveness.

Your responsibilities will include but is not limited to:

- Strategic and Business Planning
- Financial Management
- People & Culture
- Technology and Systems
- Safeguarding and Child Safe Organisation
- Corporate Services
- Support Coordination
- Risk Management
- WHS
- Business Development
- Marketing

This is an exciting opportunity to join the organisation as we further develop and expand on our person centred programs and review opportunities to diversify to meet the needs of the wider community. To be successful within this role we are seeking candidates who have:

### Participate Australia

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- Business related degree
- Professional accounting qualification (CA, CPA, CIMA or equivalent)
- Post graduate studies in Corporate Governance
- Demonstrated professional development in relation to HR (People & Culture), Risk Management, WHS.
- At least 10 years' experience in senior roles with significant leadership experience in HR, Financial Management, Strategic planning, and Business planning.
- Experience in senior management roles in a customer focussed, service delivery environment.
- Understand key business drivers for organisational performance and use sound business practice and commercial principles in carrying out responsibilities.
- Initiate, sponsor and implement organisational change and help others to successfully manage change.
- HR, Financial Management, Leadership, Risk Management, Compliance, WHS, Risk Management.
- Resilience, high levels of self-awareness, situational awareness, and emotional intelligence.
- Leadership skills, with the ability to coach, develop and inspire staff at all levels.

The following skills and experience would be beneficial but not essential within this position:

- Corporate and NFP Governance.
- Project management.
- At least 5 years' experience in a similar role.
- Disability sector, NDIS.

Participate Australia is located in Inner West Sydney and is close to public transport and/or has on street parking close to the office. We are offering a generous salary package, including salary packaging for NFP employees, for the right candidate. Join an organisation which has a great culture with a supportive CEO and Board.

If this opportunity appeals to you, we would love to hear from you. We are accepting applications up to close of business on **Monday 5<sup>th</sup> October 2020**.

If you would like further information please do not hesitate to contact Jerry McNamara on (02) 9799 4333. Applications can be emailed to [ceo@participateaustralia.com.au](mailto:ceo@participateaustralia.com.au)

***Note: you must have Australian work rights to be considered for this role.***

**Recruitment Agencies, we thank you for your interest in assisting us with this position but we are currently sourcing applications directly from candidates at this time.**