

POSITION BRIEF

Chief Executive Officer

Applications close 31 July 2020



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THE ORGANISATION

Southern Gulf NRM (SG NRM) is a not-for-profit community-based company responsible for planning and implementation of sustainable Natural Resource Management (NRM) in the southern Gulf of Carpentaria region of North West Queensland.

For more information about Southern Gulf NRM visit www.southerngulf.com.au

GOVERNANCE

Southern Gulf NRM is governed by a Board of Directors under the provisions of the *Corporations Act 2001* and the Constitution of Southern Gulf NRM.

SGNRM is also a member of the NRM Regions Queensland, a statewide umbrella organisation <https://www.nrmrq.org.au/>

The 2018/19 Annual Report is available here: <https://www.southerngulf.com.au/wp-content/uploads/2019/11/Southern-Gulf-NRM-Annual-Report-2018-2019.pdf>

PURPOSE

The Southern Gulf region covers 216,000 square kilometres and comprises the catchments of the Flinders-Cloncurry, Leichardt, Gregory-Nicholson Rivers, Settlement Creek and Morning Inlet, and the Wellesley Islands.

VISION

A strong and vibrant community that prospers through sustainable natural resource management and respects the culture, rights and interests of all stakeholders.

MISSION

Enabling and engaging the community to sustain and enhance, through best practice, the Region's natural assets for current and future generations.

HOW WE DO THIS

Southern Gulf NRM develops and delivers natural resource management programs to achieve the goals of the regional natural resource management plan. Funded mainly by a range of Australian and Queensland Government programs, regional projects are delivered collaboratively with a range of stakeholders including all levels of government, industry groups, Traditional Owners, and conservation groups.

Current major focus areas are:

- Weed management
- Grazing and rangeland management
- Conservation of biodiversity
- Supporting schools and community groups to participate in NRM

ACCOUNTABILITIES

The CEO of SG NRM is accountable for:

- People management – currently ten full time and part time staff and contractors
- Budget management – currently an average of \$2.2M per annum
- Program management – ensuring the successful delivery of funded programs
- Plans and policies – implementing and ensuring compliance
- Strategic leadership - working with the Board of Directors to set future strategy
- Governance -working closely with the Board Chair, Company Secretary and other Board Members to ensure that high standards of governance are maintained
- Stakeholder engagement - develop partnerships and relationships to support the SG NRM vision and core objectives

RECENT ACHIEVEMENTS

Recent achievements at Southern Gulf NRM include:

- Establishing a strong partnership with the Chair of the Board, and the Board of Directors
- Successful tenders for new funding and programs
- Finalising the due diligence process around a potential merger with a neighbouring NRM group leading to a positive affirmation for SGNRM to maintain its identity and focus
- Developing a new strategic plan for SGNRM
- Building a strong financial base

CHALLENGES

Key challenges for the SGNRM CEO include:

- Maintaining a strong partnership with the Chair of the Board, and the Board of Directors during a period of change at Board level
- Working collaboratively with the Board and staff to translate the new strategic plan into an effective business plan
- Positively strengthening SGNRM's reputation with a wider range of stakeholders in local government and the mining industry while maintaining established partnerships with the beef industry
- Building financial resilience by expanding investments from non-traditional sources.

YOUR PROFILE

This position requires a motivated individual, with demonstrated experience in leading change with positive outcomes. Other key requirements include:

SC1 – Supports strategic direction

- Extensive experience in management of broad-based service-delivery programs with multiple stakeholders and funding sources.
- Proven ability to identify strategic opportunities and spearhead collaborative responses which build reputation and impact.

SC2 – Achieves results

- Demonstrated ability to provide team leadership, operational planning and management to achieve targeted outcomes and office management on time and within budget.
- Management and workplace communication skills, with demonstrated capacity to monitor and manage performance and compliance with policies.

SC3 – Supports productive working relationships

- Highly developed interpersonal skills with the ability to effectively build and maintain relationships with community, industry and government stakeholders, and develop sound business relationships.

SC4 – Displays personal drive and integrity

- High level corporate governance knowledge and experience, with a track record of having led and met these requirements previously.

SC5 – Communicates with influence

- Demonstrated experience in fostering innovation and a culture of stakeholder engagement to ensure delivery of products and services as per expectations.
- Excellent written communication skills with experience in developing high quality reports, business cases and other materials, creating a difference.

Tertiary Qualifications

Tertiary qualifications in a relevant discipline (Agricultural science, Environmental science, Environmental management, Natural Resource management) along with business related qualifications will be highly regarded.

Knowledge or Understanding of NRM Issues

It is expected that the successful applicant will demonstrate their knowledge, or ability to quickly acquire a deep understanding of:

- Contemporary NRM issues relevant to the SG NRM region.
- Specific challenges unique to the Southern Gulf physical operating environment.

Indigenous Cultural Awareness

- Southern Gulf NRM staff are required to demonstrate Indigenous cultural awareness. If evidence of this cannot be provided at the time of appointment, staff must undertake appropriate training within six months of appointment.

LOCATION

The Board has a strong preference for the new CEO to live in or near Mt Isa, with the CEO required to operate from the SGNRM office in Mt Isa.

Fly in-fly out options may be considered for an outstanding candidate.

Frequent travel, both intra and interstate is a requirement of this position and may require planned time away from home.

The position will be required to travel throughout the region including significant distances on unsealed roads in remote areas. A four-wheel drive vehicle will be provided for this travel and experience in four- wheel driving would be an advantage.

Living and Working in Mt Isa

Mt Isa is the largest town in Western Queensland with a population of around 22,000. It is a business, government and professional hub with a strong sense of community. Mt Isa is also the gateway to stunning scenery and national parks. As CEO of SGNRM, you have the opportunity to build friendships and community links. Mt Isa has high quality schools as well as child care, sporting and recreational facilities for families. Residents enjoy the relaxed lifestyle, next to no commute time and access to the surrounding environment.

For more information, here are some useful links:

About Mt Isa as a place to live and work (Mt Isa Mines publication)

<https://www.mountisamines.com.au/en/publications/CommunityDocs/A%20guide%20to%20Mount%20Isa%20Life.pdf>.

About Mt Isa as a place to live and work (Northwest Star Editorial)

<https://www.northweststar.com.au/story/5785569/editorial-embracing-the-isa-life/>

About regional attractions in Northwest Queensland

<https://www.queensland-australia.com/north-west-queensland.html>

REMUNERATION & BENEFITS

This is a two year executive contract with a 6 month probationary period (or as negotiated) and the potential for extension. Benefits include:

Total remuneration will be in the range \$130,000 to \$150,000 to be negotiated depending on experience and qualifications. This includes:

- Base salary of up to \$134,500
- Leave loading of 17.5% for 5 weeks annual leave
- Superannuation of 9.5%

Other Benefits include:

- Housing assistance of \$5200 (\$100 a week pro-rata) is available over and above the remuneration package for staff living in Mt Isa
- Five weeks annual leave
- A vehicle will be provided for work and limited private usage including home garaging
- Study leave and contribution to study costs (negotiable)
- Supply of laptop as well as mobile telephone and data allowances
- Tax rebate for residents in remote communities Zone A
- Concessional FBT provisions with salary sacrificing available

HOW TO APPLY

Merit Solutions is managing the application process for this vacancy.

1. Anne-Marie Carroll (Managing Director) from Merit Solutions on 07 3220-1166 is available to discuss the role or provide additional information.
2. Those wishing to progress their application should apply on-line at:
<http://meritsolutions.applynow.net.au/jobs/Merit7704>
3. Please attach a current resume outlining your work experience and qualifications, together with a covering letter highlighting your most relevant achievements and what you would bring to this role.
4. Applications close 31 July 2020.
5. Competitive applicants will be contacted and invited to a preliminary interview with Anne-Marie Carroll, Merit Solutions.
6. Final interviews will be conducted in Mt Isa or via video-link with the Chair of the Board and others as appropriate.
7. Referee checks will be conducted for the preferred applicant after the interview.
8. Feedback will be offered to successful and unsuccessful applicants.