



Executive Manager Hunter Region

THE DISABILITY TRUST

Are you a seasoned executive looking to make a real difference to the lives of people with disability? Are you seeking a career challenge to lead business growth into a new region?



We have an exciting opportunity to lead the expansion of the operations of The Disability Trust within the Hunter Region of NSW.

OVERVIEW

The Disability Trust is an organisation committed to the provision of high quality professional care and support to people with disabilities and their families. With successful business operations across NSW and ACT, and new service offerings in VIC, we are now ready to expand our footprint to the Hunter Region of NSW.

The Disability Trust provides a range of services to over 4000 NDIS participants and their families. We are an employer of more than 1600 workers and pride ourselves on our people – whom we trust to provide top quality customer care to our residents and clients across a range of programs and situations.

As our Executive Manager – Hunter Region, reporting to the Chief Operating Officer, you will lead the establishment of new housing facilities for a cohort of NDIS participants who are transitioning to supported independent living (SIL) with The Disability Trust. You will be a confident business leader, adept at financial and people management matters. You will thrive on achieving outcomes of inclusivity and demonstrate commitment to the values of The Disability Trust as you manage all day to day aspects of the supported independent living and associated services. Capacity to establish and manage relationships will be a key attribute evident from your previous experiences working with clients, families, government bodies and other stakeholders. Establishing and operating values driven, participant facing services is paramount.

Information Brief

Executive Manager – Hunter Region

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THE DISABILITY TRUST

The Disability Trust is committed to providing highly professional care and support to people with disabilities and their families. Based in NSW and the ACT, The Disability Trust provides a wide range of services to residents from Sydney in the north to the Victorian border.

The Disability Trust has its roots firmly in the community, having been established in 1974 to help children with disabilities and their families. In recent years we have grown substantially, and now have approximately 1600 permanent and casual staff providing care for more than 4000 clients.

Our Vision

Creating an inclusive world built on trust, respect and equality, where people with a disability live the life they choose.

Our Purpose

The Disability Trust partners with people and their community to support life enhancing opportunities for everyone to live, work and belong in an inclusive world.

Our Values

Our commitment to inclusion & choice is built and sustained by:

- Respect & Equality
- Trust & Honesty
- Creativity & Innovation
- Adaptability & Flexibility
- Tenacity & Resilience
- Partnership & Collaboration.

BRIEF ROLE PROFILE

TITLE	Executive Manager – Hunter Region
REPORTS TO	Chief Operating Officer
LOCATION	Hunter Region, NSW. Regular travel required.
CONTRACT	Full-time permanent
SALARY PACKAGE	Executive level remuneration package inclusive of a telephone allowance, and company supplied vehicle or car allowance.
KEY RESPONSIBILITIES	Strategic leadership; including asset, people and financial accountabilities

Scope and Purpose of the Role

Reporting to the COO, the EM Hunter Region will demonstrate leadership qualities within a framework of ethical practice, and will represent the organisation as the senior business leader within the region of operation. The EM will ensure that relevant services, groups and teams exhibit an understanding of a person-centred approach, demonstrate respect for the human rights of people with disability, and facilitate service provision that supports independence and quality of life.

The EM will ensure that customer outcomes are maximised, and operational and individual risk is reduced. The EM will manage to the shared values of the organisation to lead a culture of collaboration and care, high performance and behaviours in accordance with the values of the organisation. The EM Hunter Region will have financial accountability and will ensure operations are conducted within budget parameters, sustainably. With a strong strategic focus the EM will secure opportunities for growth within the region. Oversight of compliance in funding and legislative frameworks will be a key requirement of the role.

Major Challenges

The Executive Manager Hunter Region (EM) will manage the operational transition of a significant client group from government housing to supported independent living facilities (SIL) operated by The Disability Trust. The EM will be well supported by an established Corporate Services team in the Illawarra, and will establish localised management to enable the Hunter Region business success. The EM will enable cultural transition during a significant time of change and business growth. Tenacity and resilience, and strength of character to ensure customer service is professionally applied to all instances will be a key performance indicator.

In addition the EM will maintain a hunger for success and business growth, and will continue to seek opportunity for business development and provision of superior service in all instances.

Key Accountabilities

The EM is a key role focused on the following objectives:

- Full management responsibility for the SIL and related business services within the Hunter Region
- Provision of strong inspirational leadership and management
- Sourcing and strategy for growth in business services within the region
- Building strong strategic partnerships and alliances with relevant stakeholders to improve quality of services
- Development and management of financial and business plans for the regional business operations to ensure accountability, efficient service provision and long-term financial viability
- Process management to ensure NDIS packages are aligned to service delivery
- Compliance in the areas of funding, legislation and risk management
- Ensuring effective staffing processes are enabled within the region – recruitment and selection, rostering, performance management, training and development, and the provision of a safe working environment
- Fostering and building an organisational culture in accordance with the vision and purpose of TDT
- Professional representation of TDT within regional forums, committees, meetings and other situations as appropriate
- Inspire and influence relevant stakeholders, both internal and external to TDT
- Demonstrate personal commitment, strong work ethic and consciously role model the organisation values of TDT

CONTACT

For a confidential discussion on the role, contact:

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HOW TO APPLY

If you believe you have the passion and experience to succeed in this newly established leadership role, please visit the Position Vacant page on our website www.disabilitytrust.org.au and **download the information brief for this role.** Please do not hesitate to submit your cover letter and resume outlining why you are our Executive Manager – Hunter region. We look forward to reviewing your application!

