



# Bawinanga Aboriginal Corporation

(special administrators appointed)

ICN 29

## Chief executive officer (CEO)

### Position profile and selection criteria

<b>Classification:</b>	Fixed term contract—3 years with probationary period of 3 months
<b>Location:</b>	Maningrida, Northern Territory
<b>Salary:</b>	\$150,000 to 170,000 p.a. PBI salary packaging of up to \$16,719 p.a. 12% employer superannuation contribution 6 weeks annual leave Return airfares and relocation from point of recruitment Rent-free accommodation, telecommunications and vehicle package
<b>Applications close:</b>	15 May 2014

## Bawinanga

Bawinanga Aboriginal Corporation (Bawinanga) is a large Aboriginal owned and controlled organisation with annual turnover of approximately \$35m. It is based in Maningrida in the Northern Territory and has a long and proud history of delivering services to Aboriginal people in the township of Maningrida and 34 remote outstations.

Bawinanga is a corporation registered under the *Corporations (Aboriginal and Torres Strait Islander) Act 2006* and is controlled by a board of between 6 and 12 directors, including two independent directors. The chief executive officer (CEO) reports to the board and has direct responsibility for a management team in each operational division of the corporation's business and program areas. BAC administers some 50 grants, operates a large employment program (RJCP) and manages a suite of commercial businesses.

Bawinanga has 150 contract employees, 250 CDEP participants and 900 RJCP participants.

## Environment

Maningrida is a picturesque, well established community with approximately 2600 residents (including township and homelands) and is located approximately 500 kilometres east of Darwin overlooking the Arafura Sea. The community is serviced by a school, health clinic, police station and a variety of small enterprises, including two supermarkets, a large art centre and a fuel station. There are a number of sporting activities available and a public swimming pool. Maningrida is easily accessible with two daily flights to Darwin via Air North and several barges each week.

## About the position— Chief executive officer (CEO)

Bawinanga is looking for a person to be responsible for managing the corporation and its day-to-day business operations. The CEO will be required to report directly to the board of directors but will have fully delegated responsibility for managing the staff and assets of Bawinanga. The CEO is expected to reside permanently in Maningrida for the term of the appointment.

### Main duties:

- Manage the day-to-day operations of Bawinanga and ensure the accountability and effective work performance of all staff
- Ensure that Bawinanga competently fulfils its charter to provide excellent services to and support the people of the Maningrida outstations
- Provide high level advice to Bawinanga's board of directors
- Ensure that BAC complies with all legislative requirements and grant funding conditions while supporting the directors to perform their roles and duties to achieve this outcome,
- Provide high quality professional business advice and support the development of strategic plans by the directors
- Ensure the effective implementation of policy decisions and the strategic directions set by the board of directors
- Provide all necessary financial and other reports to the directors in a timely and coherent manner so that they will have the best possible conditions to make informed decisions about the operations of Bawinanga
- Establish and maintain high level contact with representatives of government and other agencies so as to advance the objectives of Bawinanga and the Maningrida outstations
- Convene and chair regular meetings of Bawinanga's senior managers
- Ensure that there is excellent communication between Bawinanga, its members and all stakeholders.

## Selection criteria

Applicants must be able to demonstrate the possession of the following competencies.

### Leadership

- Proven leadership at the chief executive officer level with the ability to understand and Implement legislation that affects the corporation and a range of stakeholders.
- High-level strategic planning skills and knowledge of corporate management requirements.
- Delegation skills to ensure the achievement of outcomes, accountability of staff and the development of employees' abilities.

### Policy implementation

- Sound knowledge of public policy issues as they affect Aboriginal communities, government agencies or service organisations.
- Experience in developing and implementing policy relevant to the operations of an Aboriginal organisation.

### Governance and compliance

- Ability to support a board of directors to make informed decisions.
- Knowledge of statutory, legal and contractual obligations.

### Financial results

- Extensive experience in successful financial management.

### General management competencies

- Excellent interpersonal and communication skills.
- Excellent decision-making skills and an analytical approach to problem solving.
- Advanced negotiation and influencing skills.

### Qualifications and experience

- A proven track record of success in a similar position.
- An understanding of Indigenous culture and the ability to work with Aboriginal people
- A degree or equivalent in a relevant tertiary management, business and/or public administration discipline and/or professional qualifications, will be well regarded.
- Past experience in a similar environment is essential.
- Australian citizen or foreign national with Australian residency in place.

### More information:

- Speak to Tony Birch **Phone:** 07 5641 1479 **Mobile:** 0412 401 787  
**Email:** [tonybirch@bigpond.com](mailto:tonybirch@bigpond.com)
- Visit Corporation jobs at [www.oric.gov.au](http://www.oric.gov.au)

### How to apply:

Send a written response to the selection criteria and your curriculum vitae to:  
[tonybirch@bigpond.com](mailto:tonybirch@bigpond.com)