

CEO



- *RSPCA Australia - Iconic national organisation*

One of the country's most trusted charities, the RSPCA is Australia's leading animal welfare organisation. The RSPCA Australia national office, based in Canberra, works to support the RSPCA federation and advance animal welfare at a nationwide level.

As the CEO, you will ensure that RSPCA Australia's image is recognised and respected and its performance is enhanced to the highest level. Working in partnership with the Board, you will implement its vision and focus, fostering cooperation throughout the federation and providing inspirational leadership and direction to staff, supporters and the community.

A tertiary qualified senior executive, you have a passion for and commitment to the RSPCA's mission. Accustomed to working with a Board, you have ideally had high level managerial experience in a purpose-driven entity with a federated structure.

Please view the Position Description on www.brookerconsulting.com.au and send a brief CV (Word format, up to 5 pages) to career@brookerconsulting.com.au or ring Jeremy Wurm on 03 9602 1666, in confidence.





RSPCA Australia Position Description Chief Executive Officer

Primary Objective

The CEO, in partnership with the Board, drives improvement in the welfare, protection and care of animals. The CEO, through leadership and performance, will strive to ensure that RSPCA Australia's image is recognised and respected, nationally and internationally.

The CEO implements the vision and focus as set by the Board and provides philosophical leadership and direction to staff, Member Societies, supporters and the community.

Position Scope

Freedom to Act: Reporting to the Board via the Chair, the CEO works within delegations established by the Board. The CEO is expected to make judgments and decisions in accordance with established RSPCA Australia policies, Board procedures and within legislative requirements.

Dimensions: \$8.5 million operating expenditure

Key Relationships:

<u>Internal</u>	<u>External</u>
<ul style="list-style-type: none">• Chair• Board directors• RSPCA Society CEOs	<ul style="list-style-type: none">• Federal Parliamentarians• Departmental representatives• Relevant statutory authorities• Animal related commercial and industry groups and individual businesses

Reports:

<u>Direct Reports</u>	<u>Indirect Reports</u>
<ul style="list-style-type: none">• Executive Officer• Chief Science and Strategy Officer• Lead, Communications and Campaigns	<ul style="list-style-type: none">• Approximately 30

Position Location: The position will be located at the RSPCA Australia Office in Deakin, ACT with expectations to travel as reasonably required.

Accountabilities and Outcomes

1. Board Engagement and Support

- Cultivate a strong and transparent working relationship with the Chair, Board and Board Committees and ensure open communication about the measurement of financial, programmatic and other performance against the strategic priorities and operational plans.
- Support the Chair and the Board by providing reliable information and advice on major issues and concerns impacting on RSPCA and/or animal welfare in a timely and professional manner.
- Seek endorsement and/or approval from the Board for business plans and key strategic activities.

2. Strategic Leadership

- Provide inspirational leadership and direction both at National Office and across the Federation and ensure the continued development and management of a professional and efficient organisation.
- Develop, in consultation with the Board, strategic priorities that have the capacity to respond in a positive and pro-active manner to changing environment and circumstances.
- Develop operational plans to achieve the agreed strategic priorities and consult relevant stakeholders, including RSPCA Society CEOs during development, implementation and review.
- Drive the ongoing development of the RSPCA Approved Farming Scheme, the implementation of RSPCA Approved Farming Scheme Standards on farm and the availability of RSPCA Approved products.

3. Fostering the RSPCA Australia Federation

- Promote unity and commonality of purpose across the federation.
- Facilitate cooperation and collaboration and internal communications throughout the federation and between Member Societies in order to strengthen the capacity of the RSPCA movement, increase its influence and achieve resource efficiencies.
- Provide support as appropriate to individual Societies in order to advance specific animal welfare issues, build capacity and/or protect the reputation of the RSPCA across Australia.

4. Key stakeholder management, liaison and lobbying

- Foster and enhance strategic stakeholder relationships with key external parties including other animal welfare organisations.
- Undertake, in conjunction with the RSPCA Chair and others as relevant, lobbying, influencing, awareness raising, persuading and negotiating activities to achieve the purposes and objectives of RSPCA Australia.
- Develop and implement government and industry liaison activities that are consistent with the strategic priorities and operational plan and further the primary purposes of RSPCA Australia.
- Represent RSPCA Australia at Government and industry meetings and in other relevant meetings, forums and conferences.

5. Profile and Image

- Market and promote RSPCA Australia nationally with a view to not only maintaining but increasing RSPCA Australia's profile and credibility.
- Promote the high level policy and government work of RSPCA Australia and its strategic role in identifying and positioning itself in relation to current and emerging animal welfare issues.

6. Operational Management

- Provide strong leadership and direction in the recruitment and management of National Office staff, using contemporary human resource management practices.
- Oversee a National Office that is structured for optimal efficiency and effectiveness that delivers quality outcomes.
- Develop and embed a 'values-based culture' throughout the National Office.
- Exercise sound financial planning and management of the RSPCA Australia budget whilst ensuring the organisation is financially sustainable.
- Ensure the National Office is efficiently run with fully documented procedures and systems in place linked to strong business controls and reporting mechanisms.
- Ensure compliance with all relevant legislation and regulations.
- Be accountable for the safety of all direct and indirectly reporting staff.

Competencies

Qualifications and Skills

- A tertiary qualifications in one of the following fields is desirable: science, social sciences or business.
- Demonstrated strategic leadership skills, incorporating a collaborative leadership style.
- Strong analytic and problem solving skills which support and enable sound decision making.
- Ability to communicate and work effectively with a variety of internal and external stakeholders.
- Demonstrated skill at building consensus and achieving buy-in across internal and external stakeholders.
 - Proven outstanding presentation and communication skills, including demonstrated experience handling all form of media.
 - Experience in advocacy and conducting public policy change, community awareness, behaviour change and public relations campaigns.
- A successful track record of leading a diverse team.
- Demonstrated financial accountability.
- Demonstrated commercial acumen.

Knowledge and Experience

- Extensive senior management background including working closely with a Board is essential. Not for profit experience is desirable.
- Experience in working within a federation or membership-based organisation.
- Specific experience in using an evidence-based approach to developing programs.
- A demonstrated understanding of the workings of government and public policy development and change processes.
- An applied understanding of contemporary corporate governance and risk management practices.
- A successful track record of overseeing the operations of an organisation.
- An understanding of good animal welfare is desirable.
- An understanding of livestock production is desirable.
- An understanding of quality assurance systems and/or responsible sourcing and/or higher welfare production is desirable.

Personal Characteristics

- Possesses a passion for and commitment to the philosophy of RSPCA Australia.
- Exhibits self-awareness and resilience, with a tireless work ethic.
- Values-driven with high level of ethics and uncontested integrity.
- Thrives with ambiguity, adjusting key priorities in response to changing environment and dynamics.
- A patient but persistent change agent. Comfortable offering new points of view and positively challenging others to think differently.