



# Southern Gulf NRM

## Position Description

<b>POSITION TITLE:</b>	<b>Chief Executive Officer</b>
<b>TENURE:</b>	<b>Full Time</b>
<b>LOCATION:</b>	<b>Mount Isa, QLD</b>
<b>REPORTS TO:</b>	<b>Board of Directors</b>

### **Flexibility with great benefits**

**Opportunity to tangibly make a difference in the Southern Gulf Region**

### **About Us**

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 Northwest Queensland. 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.

Southern Gulf NRM's purpose is to empower the community to manage the regions natural assets for current and future generations. Programs are delivered collaboratively with a range of stakeholders including all levels of government, industry groups, Traditional Owners, and conservation groups.

Southern Gulf NRM currently employs twelve (12) staff, and is governed by a Board of Directors under the provisions of the Corporations Act 2001 and the Constitution of Southern Gulf NRM Ltd.

For more information about Southern Gulf NRM visit [www.southerngulf.com.au](http://www.southerngulf.com.au)

### **About the Opportunity**

We have a unique and coveted vacancy for a Chief Executive Officer (CEO) to join SGNRM. This position is full-time and comes with flexible employment conditions and an attractive salary.

As the CEO, you are responsible for executing the vision and strategy set by the Southern Gulf NRM Board. This includes the efficient and effective administration and management of all of SGNRM's operations and employees. As the CEO your responsibility includes creating an environment that enables the SGNRM Board of Directors, Employees, and stakeholders to thrive, as well as assisting to deliver positive impacts for all stakeholders.

The Board has a strong preference for the 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. There will be frequent travel, both inter and intrastate, which will be quite significant distances on unsealed roads and in remote areas. A four-wheel drive vehicle will be provided for this travel and experience in four- wheel driving would be an advantage.

### **Key Responsibilities:**

- Implementing and executing SGNRM's Strategic Plan
- Ensuring the organisation is operationally robust to support growth.
- Ensuring SGNRM is strong financially to ensure it can deliver each of its projects.
- Inspiring, leading and mentoring a high performing and accountable team, promoting a culture and environment aligned with organisation values.
- Growing SGNRM's impact and profile
- Working with community members and partners to assist to deliver on solutions-based results, opportunities.

### **Knowledge, Experience and Qualifications**

Tertiary qualifications in a relevant discipline (Agricultural Science/Agricultural Business, Environmental Science or Management, Natural Resource Management and/or Business Management) or equivalent experience. Post graduate studies will also be highly regarded.

### **Essential Key Selection Criteria**

Appointment to the position will be based on the following selection criteria.

1. Demonstrated experience in identifying and managing stakeholder interests including effective communication and partnership development with government agencies, contractors, traditional owners, landholders, and community members. This includes securing new partnerships.
2. Demonstrated experience in Corporate Governance and fosters a positive working relationship with the Board.
3. Proven effective leader of people with skills in leading teams, enabling a positive organisational culture, and motivating staff.
4. Significant and proven high-level experience within an NRM organisation, Agricultural Business or similar, along with practical knowledge of NRM issues, with the ability to communicate this effectively with members and stakeholders.
5. Demonstrated ability to represent an organisation in the media and public forums and in developing and maintaining the organisation's reputation with partners, key stakeholders, Investors/funding partners, individuals, and businesses.
6. Demonstrated ability to determine and manage the financial needs of the organisation; successfully submit proposals for investment and funding; and manage human resources, assets, and other financial records.
7. Demonstrated capacity to think and act strategically, creatively and build strategic alliances with others to create opportunities and build the organisations resilience that aligns with the SGNRM Strategic Plan.
8. Demonstrated capacity to identify, mitigate and manage business, financial, HR, OHS and external risks which may impact the SGNRM organisation and its stakeholders.
9. Strong track record in a similar role with a demonstrated contribution to success in managing an organisation with geographically dispersed employees and stake holders.
10. Demonstrated experience ensuring robust systems are activated to support the organisation financially to deliver its projects, as well as support growth and comply with legislative requirements.

## **Salary Package**

- Base salary of \$130,000.00
- Leave loading of 17.50% for 6 weeks annual leave/annum (Pro Rata)
- Superannuation of 11%

## **General Conditions of Employment**

This position is subject to a (6) month probationary period, during which time either party may terminate the agreement. At completion of the probationary period a performance-based contract will be negotiated.

- **Rent assistance** - \$5200 per annum (Pro-rata) is available to all employees of Southern Gulf NRM
- **Relocation assistance** – Full or partial reimbursement of reasonable relocation expenses is available by agreement.
- **Annual Leave** – Six (6) weeks annual leave with 17.5% loading is available.
- **Study Leave** – Up to 10 days study leave and negotiated financial assistance for approved study (Pro-rata).
- **Superannuation Guarantee** – 11% of the salary paid to an eligible fund of the employee's choice.
- **Vehicle** – A vehicle will be provided for work and regional private usage, including home garaging.
- **Workplace Health and Safety, and Fitness for Work** - \$250.00 Annual Allocation for Gym or Sports Club Membership.
- **Tax Rebate** for residents in remote communities Zone A.
- **Concessional FBT** Provisions with salary sacrificing available.

## **Driver's License**

A current Provisional or Open Driver's license is essential to this position and must be produced prior to commencement for verification.

## **Occupational Health and Safety**

Southern Gulf NRM is committed to Workplace Health and Safety and strictly enforces its policy to ensure protection of staff, equipment and third parties. This policy must be adhered to by all employees. It will be a requirement of employment that the employee be conversant with and adhere to the Workplace Health and Safety Policy.

## **Smoking**

Southern Gulf NRM provides a smoke free work environment.

## **Equal Opportunity**

Southern Gulf NRM is an equal opportunity employer. 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.

## **International Applicants**

International applications will not be considered unless evidence is provided of possession of the appropriate visa entitling the applicant to work in Australia.

It is anticipated the successful applicant will begin in the position in early January 2024.

**To apply for the position please submit:**

1. Your *curriculum vitae*
2. A covering letter addressing the selection criteria (3 pages maximum)

Closing date is Friday 3<sup>rd</sup> of November 2023. Applications and position enquiries, should be submitted via email to [recruitment@southerngulf.com.au](mailto:recruitment@southerngulf.com.au)