



## Position Description

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<b>Position Title:</b>	<b>Director Children's Ground Approach (Identified position)</b>
Location:	Alice Springs with travel to outstations and on country as required – this may include work on evenings and weekends, including cultural and learning camps (usually 1 – 5 nights)
Tenure:	Full time, 12-month contract
Classification:	Director L1 (Up to \$134,511.42)

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### Background

Children's Ground is a First Nations organisation. We are committed to systems change to ensure dignity, justice and equity for all children and families. Our work focuses on national reform as well as evidencing a new way of working. The Children's Ground Approach is a whole of community, whole of life approach, designed by First Nations people. We partner with a community over the course of a generation, led by local expertise, vision and intelligence. Together, we create and deliver an integrated system that is centred on learning, development and wellbeing that responds to the child and their family through the key transition points from pre-birth to young adulthood. Our approach recognises the cultural, social and economic strength of communities and builds on this to equip children for opportunities locally, nationally and globally.

We celebrate First Nations children and families and back their vision and talent to transform their communities from extreme stress and economic disadvantage to communities of opportunity and wellbeing.

Children's Ground operates in Central Australia and across the Top End, with support provided by a Melbourne-based Shared Services team.

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### Position Summary

This is a position for a First Nations person. This identified position has been created to recognise the growth of Children's Ground in Central Australia and to strengthen the senior leadership of our operations in Alice Springs with a focus on integrated delivery and quality. As part of the senior management team you will be involved in the coordination, planning and reviewing of strategy and development and ensuring a culture of inclusion, professionalism, excellence and innovation for staff and families.

This position will work closely with the Regional Director and First Nations co-Directors to ensure integrity to the CGA, overseeing integration and place based delivery across key teams. With direct reports including the Heads of Learning, After Hours and Health, this position will provide key direction and support to ensure teams work together closely in planning and delivering a place based approach. You will support these positions to manage budgets, provide direction to teams and in the utilisation of the Quality, Planning, Review and Support (QPRS) process to ensure staff are



provided with the necessary tools, supervision and direction to deliver programs and meet responsibilities.

This position will be based at our Children's Ground office hub on South Terrace in Alice Springs with outreach to sites where programs are delivered.

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### Key Relationships

Reports to:	Regional Director, Central Australia Region
Direct Reports	Head of Learning, Head of Extended Hours, Head of Health
Indirect Reports	Cultural and Western trained staff in Learning, After hours and Health teams
Key Internal liaison:	Children's Ground staff
Key External liaison:	Service organisations in Alice Springs, NT Dept of Education. Yipirinya and other local schools.

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### Key Responsibilities

#### 1. Local Community Agency and respect for local cultural knowledge and life

- Liaise with local community leaders to ensure that our operations do not undermine and actively promote local cultural knowledge and practice;
- Meet regularly with the Elders and senior culture people for each location, to review, monitor and further development of local community plans for integrated delivery of CG Approach;
- Encourage and support all local families, valuing their ideas, strategies and aspirations.

#### 2. Leadership, Strategy and planning

- In conjunction with the CEO and Directors in Central Australia, develop and implement the Central Australia Strategic Plan;
- Be a dynamic, visionary, passionate and empathic leader for staff and local community members;
- Build and protect the cultural, ethical, and corporate social responsibility of Children's Ground;
- Ensure local users are key strategic advisors in program development and delivery.

#### 3. Integrated Delivery and Quality standards

- Ensure integration of the CGA, especially the Learning and Wellbeing and the Family Health and Wellbeing platforms in Central Australia;
- Oversight the expansion of the CG CA team into the delivery of extended hours activities;
- Ensure quality and standards are met both culturally and through western standards (health, early childhood, primary education, after hours youth programs);



- In collaboration with the Head of Learning, Head of Health and the Head of Extended Hours ensure CG practices are aligned with national policy and international leading practice;
- Provide guidance and leadership in the development of activity delivery plans, needs based logistics, resource management, documentation and reporting.
- Review data quarterly to monitor the progress of the CGA with staff against key KPI's using data to inform program delivery and priorities

#### **4. Staffing**

- With the support of the Manager of People and Culture recruit and manage the development and sustainability of the Central Australia CGA teams;
- Support the Head of Learning, Head of Health and the Head of Extended Hours to ensure quality supervision and staff support are in place for staff, including the use of the Quality, Planning, Review and Support (QPRS) process;
- Manage and nurture a culture across CG Central Australia that values all peoples, is inclusive, respectful and supportive and that demands excellence, quality and accountability;
- Provide on the ground support, role modelling and leadership for program delivery;
- Understand and support the professional development plans for the team.

#### **5. Operational systems and standards**

- Ensure policies, procedures, systems and standards are in place with clear compliance to meet the needs of CG and relevant legislation;
- Ensure all activities are delivered with quality and integrity;
- Responsibility for relevant risk monitoring, reporting, and ongoing monitoring and review of risk management policies and systems with Leadership team
- Operate within the requirements of Children's Ground philosophies, policies and procedures as well as all external and internal regulatory requirements.

#### **6. Information and data systems, monitoring and reporting**

- Provide quarterly report for the Regional Director, Governance Committee and the Board of Children's Ground including practice and data
- Ensure user data and information is being recorded to meet the monitoring and evaluation needs of the organisation;
- Support the Research and Evaluation team to train and mentor staff to document and record data;
- Support the Research and Evaluation team to undertake monitoring, evaluation and research work
- Ensure systems and procedures for the storing and maintenance of confidential files on individuals meet regulatory standards and staff are complying with record keeping.

#### **7. Relationships**

- Develop and maintain relationships with key partners including local organisations and government;
- Maintain strong joint working relationships across Children's Ground operations, and
- Represent Children's Ground in key meetings as requested.



## 8. Contribute to Children's Ground

- Be a positive, innovative and active member of the Children's Ground leadership team and the Central Australia Regional team;
- Contribute to strategic planning, organisational development, management work plans & policy formation;
- Support a strong, connected, respectful and supportive organisation;
- Participate in professional development programs offered by Children's Ground;
- Represent Children's Ground in public speaking events, forums and in the media as requested by the CEO; and
- Undertake other tasks as requested to support the delivery of Children's Ground Central Australia.

## ADDITIONAL DUTIES

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The Director shall:

- a) observe and carry out all lawful directions in relation to the performance of the duties and functions under this Contract;
- b) disclose any financial or other interest relating to the business of Children's Ground in accordance with the Act or which conflicts or may conflict with the discharge of the duties or functions of the office and comply with any reasonable direction given by the Employer in respect of that interest, and
- c) devote the whole of their professional effort to their employment and not hold any position or take on any activities, which may in any way be seen to conflict with the duties or functions under this Contract unless approved by Children's Ground Ltd.

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### Work Health and Safety

This role will require working regularly in outdoor conditions, in extreme heat during the summer, sitting, standing, carrying objects up to 15 kg and moving around in outdoor settings, including getting in and out of motor vehicles and remote location work.

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### Key Selection Criteria

The key selection criteria for the position of Director Children's Ground Approach are:

#### Essential

1. A First Nations person
2. Relevant tertiary education
3. Minimum 5 years' experience and demonstrated success at a senior leadership level in education and /or health
4. Extensive experience and knowledge working with local First Nations people in a leadership capacity and utilising empowerment and community development perspectives



5. Strong people management and leadership skills
6. Demonstrated project management skills, including a proven ability to work with constraints to achieve financial targets
7. Superior personal skills and ability to build strong and respectful relationship, network and communicate with a range of people including community sector and government
8. Superior written skills
9. Ability to work flexibly and creatively in a demanding NGO environment
10. Current Drivers Licence, OCHRE card and National Police Clearance.

### **Desirable**

The following attributes are desirable but not essential:

11. Experience working in a start-up environment with implementation of processes and systems from scratch
12. Demonstrated knowledge, skills, and experience in an NGO or community development organisation

### **Personal Attributes**

13. Self-starter who thrives in an environment that is ambiguous and complex and thinks systemically
14. Creates and embraces a culturally diverse workforce
15. Passionate about social justice
16. Highly collaborative
17. Innovative and thinks adaptively about problem resolution
18. Focus on achieving excellence.