



Candidate Information

For

Interim Senior Manager
People & Development

August 2020

The Opportunity

- Senior HR executive + competitive salary and conditions
- Large, successful and innovative disability services provider
- Nine- to twelve-month contract role

Our client is a well-established provider of disability services, offering a range of services including shared and supported living, drop-in support, community leisure and education-based activities, short-term accommodation and supported employment.

Reporting to the CEO, this interesting contract role is a parental leave replacement and will see you take on a range of projects as well as leading the HR team and managing the day-to-day HR function. You will form part of the senior team helping navigate a range of changes such as pivoting service delivery in response to COVID, implementing a number of core IT systems, moving its head office and embedding new approaches to performance measurement.

As this is an interim role, you will need to hit the ground running so you will be a highly experienced, senior HR practitioner, comfortable in a leadership role. You will have strong, contemporary knowledge of organisational development and the ability to use this to enhance the organisation's service delivery capabilities. You will have sound strategic planning, operational planning and financial management skills. Your own leadership style will be values-driven and you will have a commitment to social justice. Ideally, you will have a background in the disability sector (although not essential).

For an initial enquiries , please email Carol Lewis at carol@thehumanequation.com.au

How to apply:

Please send a **letter** outlining your motivation and fit for this role along with your **resume** to:

Carol Lewis, The Human Equation carol@thehumanequation.com.au

Please note that there is no formal closing date for this role. We encourage you to get your application in early as we will be shortlisting as suitable applications are received.

Contract Brief

This is a multi-faceted role which will have accountability for the following:

HR Team Leadership

- Lead and manage direct reports in the HR team.
- Oversee day-to-day HR service delivery.
- Provide expert advice to the team on complex HR matters.
- Support the learning team to develop the L&D Program for Direct Support Workers (front line staff), Team Leaders (Front line Leaders) and Managers (Immediate Manager of the Team Leaders) and to introduce a capability-based training.
- Oversee day-to-day safety functions across the organisation.
- Monitor and report on the HR Budget for FY21.
- Create the FY22 Operating Plan in relation to the Business objectives and People Strategy.

Organisational Leadership

- Contribute to executive management team performance and effectiveness, working collaboratively with both the executive and senior management teams.
- Monitor changes in legislation and public policy that have strategic impact on the organisation and provide advice to the organisation.
- Actively contribute and advocate for the strategic HR perspective at a senior management level.

Change Management

- Take a lead in the relocation of the head office, influencing the selection and design of the workplace to facilitate creativity and collaboration, and taking the lead on employee consultation.
- Embed the Performance Measurement Criteria and the New Performance Review Process for the Service Delivery Leadership team.
- Review and enhance (as necessary) current HR policies and guidelines for a sub-set of employees (supported employment) and manage implementation of changes.
- Act as change agent for other major changes in the organisation.

Project Management

- Manage the Employee Value Proposition (EVP) project - establish a clear understanding of the EVP for the different talent segments and work with the marketing team on EVP employer branding.
- Drive the implementation of a leadership initiative.
- Oversee the integration of the new rostering system and the HR Information System.
- Act as the HR voice for the Client Management System project.

About You

You will be a seasoned HR professional who can confidently take up the reins, effectively form collaborative relationships in a short space of time, quickly progress projects and contribute at a senior level.

In particular, you will bring:

- Demonstrated high-level knowledge of contemporary human resources management, employee relations, organisational development, WHS, change management and leadership practice
- ~~Well-developed~~ Exceptional people management and leadership capabilities with a values-driven leadership style
- Substantial experience contributing at a senior level coupled with business acumen
- Demonstrated success in delivering significant change management initiatives and organisational development projects
- Strong, confident interpersonal skills at all levels with the ability to influence strategic decision-making
- Sound working knowledge of financial management
- Ability to think innovatively and strategically on program/project and organisation-wide issues
- Emotional intelligence, resilience, and personal drive
- Relevant tertiary qualifications

Role Details

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| Remuneration: | Commercially competitive with immediate access to salary packaging for the nine- to twelve-month period |
| Employment Type: | Maximum-term contract for nine to twelve months |
| Location: | Northside, Sydney + remote work |
| Reports To: | Chief Executive Officer |
| Direct Reports: | 4 direct |

More Information

General enquiries:

Carol Lewis, The Human Equation
carol@thehumanequation.com.au