

## Chief Executive Officer (CEO)

Burnett Inland Economic Development Organisation (BIEDO)

Salary circa \$95,000 (negotiable)

### **The role:**

The successful applicant will be required to engage with a broad range of stakeholders including but not limited to business, industry and community stakeholders, organisation and committee representatives, local, state and federal government representatives and staff on a wide range of issues, challenges and opportunities facing rural communities.

Additionally, the applicant will be required to have a clear understanding of, and willingness to, support and enhance the social and economic fabric of rural communities in the Burnett inland, and a good understanding of the range of industries in the region with the ability to generally work across all areas of concern.

You will be answerable to the Board of Management of BIEDO and have a close working relationship with the Executive of the Board.

You will be required to manage the operations of the organisation including finances and all employees and contractors engaged by BIEDO.

While BIEDO headquarters are located in Murgon, this role requires travel to attend communities throughout the region so a willingness to work remotely with team members and others external to the organisation is a must.

The successful applicant will be based in the Burnett inland or intend to relocate to the region upon appointment to the role.

This role allows some opportunity for remote/work from home.

### **Key Selection Criteria:**

For this unique role, prospective applicants are asked to provide a written response to the following key selection criteria, demonstrating understanding, skills and experience in:

#### *KS1. Organisational Management*

- Ability to manage and work as part of a team
- Report to Board of management
- Strong governance and financial management acumen
- Flexibility and capacity to multi-task

#### *KS2. Program Management*

- Design and management of programs and projects, incorporating delivery and reporting
- Development of business cases, proposals and applications for funding, partnerships etc.

#### *KS3. Rural and Regional Context*

- Innate understanding of rural and regional communities in the Burnett inland
- Knowledge of the business community including key industries in the region

#### *KS4. Collaboration*

- Excellent people and communication skills
- Ability to build strong working relationships with all stakeholders, within and external to the organisation
- Network and collaborate with relevant organisations and stakeholders to enhance service to the region

### **The Organisation:**

BIEDO was incorporated in 1998 after being established by Burnett local governments, community and industry stakeholders concerned about the impact of drought on our region.



BIEDO is a not-for-profit economic development organisation working collaboratively to build resilience and capacity by connecting individuals, regional business and government. Spanning the North and South Burnett regions, BIEDO endeavours to serve every community and district, no matter how small or remote.

Working directly with business, industry and community, BIEDO strives to create opportunity and assist with practical solutions to meet identified gaps in services and skills, driving proactive and positive change.

A strong network and collaboration with Councils, local service providers and community organisations enables BIEDO to deliver effective programs and create linkages with much-needed services in the Burnett inland.

BIEDO's mission, "**Enabling economic development in Burnett inland communities**" sees Team BIEDO focus and align actions with the three 'C's' of BIEDO: **Collaboration, Connecting and Capacity**.

Key focus areas presently comprise advocacy, promotion, facilitation of community engagement, and capacity building.

Activities include engagement and research, coordination, facilitation and delivery of events and workshops, 1:1 support for business and community, strategy and program development.

BIEDO's efforts are supported by Federal Government funding, partnerships and collaboration with local councils, corporations, peak bodies and industry groups, State and Federal governments, and local business owners.

The BIEDO office is located at 80 Gore Street, Murgon and the current organisational structure includes a Board of Management, the Chief Executive Officer and a small team of employees/contractors.

### **The Region:**

BIEDO works across the Burnett inland region, encompassing the North Burnett and South Burnett local government areas, situated within the broader Wide Bay Burnett.

From the Bunya Mountains in the South to the township of Monto in North, the Burnett inland is home to over 42,000 regional Queenslanders and has a diverse economic profile spanning agriculture, manufacturing, construction, mining, health and professional services, tourism, retail and more.

**An attractive salary package of \$95,000.00+ will be negotiated commensurate with skills and experience.**

**Instructions for Applicants:**

*To express your interest in this role, please register online at <https://www.biedo.org.au/workwithus>.*

*Suitable candidates will be contacted by BIEDO Board Chair, John Zahl, for a confidential discussion about the role, conditions and your suitability and experience.*

*Only applications from candidates who register and are contacted by us prior will be considered.*

***Applications including your CV and responses to the Selection Criteria must be received by 5pm, Wednesday 4 August 2021.***



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