



**SNAICC**

National Voice for our Children

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Aboriginal and Torres Strait Islander Corporation  
27 Budd Street  
Collingwood Vic 3066

### Position Description

<b>Job Title:</b>	<b>National Director – THRYVE - Aboriginal and Torres Strait Islander Early Years</b>
<b>Reporting To:</b>	<ul style="list-style-type: none"><li>The Director will report to the CEO of SNAICC</li></ul>
<b>Terms and Conditions:</b>	<ul style="list-style-type: none"><li>Full-time position based in Melbourne (negotiable for the right person).</li><li>Salary range commences at \$145,000 per annum – depending on experience (plus salary packaging arrangements plus, 10% superannuation)</li><li>Three-year contract with potential to extend, subject to ongoing project funding.</li></ul>

#### Overview of role

- THRYVE is an exciting new initiative within SNAICC – National Voice for our Children. THRYVE aims to represent, build and grow the community-controlled early childhood education and care (ECEC) sector across the country.
- SNAICC has created a new division within its organisational structure to manage the implementation and evaluation of this significant initiative. SNAICC is seeking an experienced leader to direct this division and be part of SNAICC's executive leadership team.
- There are three statewide pilot sites (NSW, Victoria, WA), each with a team of 4 that will support the community-controlled ECEC sector, and provide representation and leadership in areas such as: workforce development and training, service quality, networking and communities of practice, policy, advocacy and system development.
- THRYVE NSW was established in 2021. THRYVE WA and THRYVE VIC are currently in the co-design phase.
- SNAICC also employs a national team of experts in early years policy, workforce and program development to work alongside THRYVE to support and represent the community-controlled early years sector in all states and territories.
- This position will suit an experienced leader, with advanced skills in project and people management, high level negotiation and advocacy experience, and strategic stakeholder engagement skills.
- The Director will have a solid understanding of and experience in supporting principles and practice relating to Aboriginal and Torres Strait Islander community control and self-management in community services.

***This position is identified for Aboriginal and/or Torres Strait Islander people and exemption is claimed under Subsection 8 (1) of the Racial Discrimination Act 1975.***

<b>Organisational Context</b>	<p>Established in 1981, <i>SNAICC – National Voice for our Children</i> is the National Peak Body in Australia for Aboriginal and Torres Strait Islander children. SNAICC’s vision is that Aboriginal and Torres Strait Islander children, young people and families are protected, our communities determine their own futures, and our cultural identity is valued.</p> <p>We work to amplify the voice of community and the sector for the fulfilment of the rights of our children.</p> <p>SNAICC is governed by a Board of Directors: Aboriginal and Torres Strait Islander leaders from the early years, child safety, development and well-being sectors.</p> <p>SNAICC plays a key role in the following areas:</p> <ul style="list-style-type: none"> <li>• <u>Community and sector voice</u>: SNAICC engages with Aboriginal and Torres Strait Islander community and the sector to understand their needs and aspirations and give a strong voice to these perspectives. We also communicate back to and with community on key issues, programs and projects;</li> <li>• <u>Research, policy and leadership</u>: SNAICC seeks to understand and share what works to drive better outcomes for Aboriginal and Torres Strait Islander children and families and translate this into policy and practice;</li> <li>• <u>Sector development</u>: SNAICC works with and supports the sector to enhance the quality, access and sustainability of services.</li> </ul>
<b>Reporting Relationships</b>	<ul style="list-style-type: none"> <li>• The National Director – THRYVE - Aboriginal and Torres Strait Islander Early Years will report to the SNAICC CEO and be part of the SNAICC Executive Leadership team.</li> <li>• The National Director will line manage the state-based THRYVE Directors, and a program support position.</li> <li>• The Director will work collaboratively across all SNAICC divisions as required, with close working relationships with the National Workforce Advisor and Principal Policy and Research officer – Early Childhood.</li> <li>• The Director will liaise as necessary with other key stakeholders including members of the SNAICC Board and Council, and strategic partners.</li> </ul>
<b>SNAICC Funding</b>	<ul style="list-style-type: none"> <li>• SNAICC is primarily government-funded.</li> <li>• Funding is also obtained from other sources through project submissions, philanthropic contributions, and applications to non-government organisations.</li> <li>• As with all SNAICC staff, this position is subject to ongoing funding.</li> </ul>
<b>Travel</b>	<ul style="list-style-type: none"> <li>• It is expected that this role will travel to the pilot jurisdictional sites and Canberra periodically.</li> </ul>

<p><b>Key Duties</b></p>	<p><b>Executive leadership and management</b></p> <ul style="list-style-type: none"> <li>• Provide executive leadership to drive the program of work that supports the quality, growth and development of Aboriginal and Torres Strait Islander community-controlled early years services</li> <li>• As part of SNAICC’s Executive Leadership team, contribute to the strategic direction of the organisation, and provide thought leadership in early childhood education and care reforms.</li> <li>• Oversee the management of project strategy, governance, timelines, resources, budgets and the quality and effective completion of all project deliverables.</li> <li>• Oversee the contract management of the project evaluation, drawing on findings to inform expansion of THRYVE to additional locations</li> <li>• Line manage and coach jurisdictional based THRYVE Directors, and National team members, to create a positive, culturally safe and high performing division, with a focus on opportunities for continuous improvement.</li> <li>• Develop strategies to establish sustainable and diverse income sources for the THRYVE initiative, and lead the development of appropriate funding submissions</li> <li>• Collaborate with SNAICC staff on SNAICC’s national approach to supporting and advocating for the community-controlled early years sector.</li> <li>• Identify and mitigate risks effecting the successful implementation and evaluation of the project including: reputational; political; financial; stakeholder relationships; budget management; and resourcing.</li> </ul> <p><b>State leadership and collaboration</b></p> <ul style="list-style-type: none"> <li>• Identify common issues and themes across the pilot jurisdictions to leverage shared learnings, and greater impact in national negotiations and advocacy</li> <li>• Facilitate and develop national strategies with the states to see a sustainable, growing and thriving sector equipped to meet children and family needs.</li> </ul> <p><b>Creation of strategic partnerships</b></p> <ul style="list-style-type: none"> <li>• Cultivate strong and ongoing relationships with Aboriginal and Torres Strait Islander early years’ service leaders to ensure that overall project direction reflects and supports the strengths of Aboriginal and Torres Strait Islander leadership and control in service delivery</li> <li>• Lead strategic relationships and ongoing negotiations with funding partners including philanthropists and government funders, and early years social policy stakeholders</li> <li>• Identify and lead engagement with relevant partners in early education, education, family support, health and other relevant sectors.</li> </ul> <p>Other duties as required</p>
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## KEY SELECTION CRITERIA

This is a critical leadership role, responsible for the development, management and financial sustainability of a National Aboriginal and Torres Strait Islander early learning support initiative.

We are looking for a senior Aboriginal or Torres Strait Islander program director to lead the implementation and management of a major national reform initiative.

1. Aboriginal and Torres Strait Islander background with broad knowledge and a solid understanding of issues impacting upon Aboriginal and Torres Strait Islander children and families, and commitment to the rights, needs and aspirations of Aboriginal and Torres Strait Islander children and families.
2. Strong leadership skills and significant experience in a senior management position, including:
  - strategic leadership of an organisation and staff
  - development and implementation of strategic, business and operational plans
  - evidence of fundraising skills and experience and understanding of financial sustainability and financial management.
3. Demonstrated experience in the successful establishment of an innovation, organisation or business.
4. Knowledge of workplace obligations and experience in leading and cultivating workplace practices and behaviours that promote, support and maintain a safe, healthy, equitable, diverse and respectful workplace.
5. Demonstrated capacity to establish and maintain effective collaborative professional relationship and partnerships with a broad range of stakeholders across non-government, government, philanthropic, and Aboriginal and Torres Strait Islander community.
6. Excellent Project Management skills capable of leading projects through the entire life cycle including: project planning, implementation, monitoring, reaching milestones, budgeting, evaluation and reporting.
7. Demonstrated advocacy skills, including the ability to engage with and influence government.
8. Outcomes oriented and capacity to deliver meaningful results while valuing culture, difference and diversity.
9. Working knowledge of early childhood education and care (ECEC) policies and the service operational context in Australia, or the capacity to develop this quickly.
10. Relevant tertiary qualifications and experience in education, health, management, business or a relevant field.

#### **FURTHER INFORMATION AND CLOSING DATE**

Applications are required by midnight **13 June 2022**.

Applications must include:

- a brief **cover letter** outlining why you are applying for the position
- written responses to how you meet each of the **key selection criteria**, including short examples demonstrating your proficiency for each criteria
- a **resume** with your skills, experience and qualifications, relevant to the National Director – THRYVE - Aboriginal and Torres Strait Islander Early Years
- names and contact details for two or more recent referees.

All applicants will be notified of the progress or outcome of their application. The successful applicant will be required to have or obtain a current Working with Children Check and a National Police Check.

Please email applications [recruitment@snaicc.org.au](mailto:recruitment@snaicc.org.au)

For general information about SNAICC, visit the [SNAICC website](#).

For specific questions about the role please contact:

**John Burton – Manager Policy & Research, SNAICC on M 0401 878 063**