

POSITION DESCRIPTION



Executive Director – Practice, Insights and Advocacy Executive Team

About Jesuit Social Services

Jesuit Social Services is a social change organisation working to build a just society where all people can live to their full potential. We do and we influence. We accompany people and communities to foster and regenerate the web of relationships that sustain us all – across people, place and planet; and we work to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Jesuit Social Services acknowledges the traditional owners of the land on which we work and pay our respects to Elders past present and emerging.

Our Values

- Welcoming – forming strong, faithful relationships
- Discerning – being reflective and strategic in all we do
- Courageous – standing up boldly to effect change

Position details

POSITION TITLE: Executive Director – Practice, Insights and Advocacy

PROGRAM: Executive Team

LOCATION: Central Office Richmond, with a presence required at other locations

REPORTING RELATIONSHIPS: This position reports directly to the COO and may be required to be COO when they are on leave

This position has a number of direct reports

EFFECTIVE DATE: July 2026

Practice, Insights and Advocacy – role overview

The Executive Director – Practice, Insights and Advocacy will grow Jesuit Social Services social impact by strengthening and embedding our practice framework and our social change model which seeks to integrate practice, research, policy and advocacy.

This role is the organisational leader with responsibility for driving practice excellence and service development; planning and overseeing research; integrating evidence, lived experience and practice wisdom across our work; and overseeing our advocacy and influencing activities. The role will work with the Executive and Leadership team to develop and oversee the delivery of efforts across all these areas of work. It will lead highly capable and committed teams across the

functions of learning and practice development, child safety, data and research, policy and advocacy, and strategic communications and fundraising.

Practice Development, Insights and Advocacy

Jesuit Social Services engages with people from diverse backgrounds experiencing complex problems, including those associated with mental illness, substance misuse, family breakdown, offending behaviour, homelessness, unemployment, poverty and social exclusion.

The newly formed Practice Development, Insights, and Advocacy directorate aims to nurture and support high quality practice, research, evaluation, policy, and advocacy activity across Jesuit Social Services. It builds capacity and oversees the implementation of key organisational frameworks including the organisational practice framework (Our Way of Working – see [appendix 1](#)) and our Social Change model (see [appendix 2](#)).

Key Executive Responsibilities and Accountabilities

Ethical Culture and Identity Leadership: Provide leadership in the embedding of Jesuit Identity, modelling and upholding organisational values and behaviours which reflect Jesuit Social Services' foundations and purpose.

Practice leadership: Ensure practice across Jesuit Social Services is consistent with Our Way of Working; informed by evidence; led and supervised by skilled practitioners, and complies with professional standards and contractual obligations.

Strategic Leadership: As a member of the Executive Team, contribute thought leadership and strategic direction for key priorities including developing and implementing long-term strategies to address social and ecological disadvantage, improve services, and meet the needs of target cohorts/communities.

Leadership Relationship: Work closely with the CEO and COO, providing them with insights, recommendations, and support. Collaborate with other Executive Team members to ensure effective governance, financial oversight, strategic decision-making, and integration to achieve synthesis within and between programs.

External Relations and Advocacy: Act as a key representative/spokesperson for the organisation on relevant issues and matters.

Organisational Management: Ensure the highest standards of stewardship of financial and other resources, systems, and processes for the Practice Development, Insights and Advocacy directorate within a culture consistent with Jesuit identity. To regularly assess organisational risks to ensure mitigations are pursued.

Program Development and Impact: Support the development and implementation of high quality interventions to address the social exclusion experienced by individuals, families and communities; including oversight of program evaluation, monitoring outcomes, and knowledge management.

Team Leadership and Development: Lead and support the work of the Practice Development, Insights and Advocacy directorate in their respective roles in achieving social change; fostering a positive organisational culture, promote teamwork, and invest in staff recruitment, induction and development processes and encouraging a culture of diversity and inclusion.

Role Specific

1. Lead efforts across Jesuit Social Services to strengthen the delivery of high-quality programs, practice and advocacy by embedding our social change model and practice framework. This will include the planning and delivery of key strategic initiatives.

2. Oversee the Learning and Practice Development Unit (LPDU), which focused on strengthening our practice through workforce capability building, training and supervision; evaluation and knowledge sharing; and compliance with professional practice standards including child safety obligations.
3. Strengthen organisational capacity to use research, data and evidence at all points of design, delivery, evaluation and advocacy.
4. Strengthen organisational capability to build evidence, develop compelling narratives and seek funding to trial initiatives across all areas of the organisation's work.
5. Work with the CEO and wider leadership team in developing and supporting advocacy and influencing strategies, fostering a climate of collaboration to ensure advocacy and policy efforts are linked to our practice and focused towards enhancing the life situations and choices of disadvantaged individuals, families and communities.
6. Strengthen the organisation's stakeholder relationships with donors, supporters and other key stakeholders.
7. Promote effective communication within the organisation to foster our identity and collaboration, and externally to influence hearts and minds in the community towards justice.

Key Selection Criteria

1. Tertiary qualification/s and senior leadership experience in relevant fields – such as social work, health, human services, practice research. Grounded practitioner experience is highly desirable.
2. Strong values consistent with the organisation's Jesuit identity and ethos and aspiring to model and develop this across all aspects of the organisation in the context of finding solutions to individual and community need.
3. Significant senior leadership, knowledge, people and resource management experience within a social service organisation, including program development and delivery experience.
4. Demonstrated research and conceptual skills to utilise data and evidence at all points of design, delivery, and evaluation.
5. Experience in leading and contributing to strategic thinking, policy development, advocacy and strategic communications; and demonstrated capacity to work proactively and innovatively.
6. Superior interpersonal and stakeholder engagement skills with experience in building relationships with a range of types of stakeholders internally and externally.
7. Experience in preparing submissions and strategic communications; translating and delivering key messages in public forums; media experience; and proven capacity to engage effectively with senior bureaucrats and decision makers.
8. Active involvement in Executive/Leadership meetings to support formulation and implementation of strategic priorities for the organisation.
9. Experience in effective oversight of all aspects of organisational stewardship.

Key Performance Indicators

Executive KPIs

The following Executive KPIs are measured through a variety of ways including but not limited to periodic reviews, annual operational plans, quality and risk processes, leadership consultation, financial outcomes, staff surveys, professional development reviews (PDR) and supervision.

1. Behaviours and leadership approach which reflect, foster and uphold the organisation's vision, mission, values and culture.
2. Active involvement in Executive leadership and planning meetings.
3. Active formulation of strategic priorities for the organisation.
4. Active monitoring and completion of Operational Plan priorities, as reflected in the Strategic Plan.
5. Evidence of effective line management structures in place, evidenced by line management reports, supervision structures and performance development of senior staff.
6. Active leadership and mentoring of senior staff, evidence through workplans and encouraging collaborative contributions at leadership level.

Role Specific KPIs

Measurable indicators for ED Practice, Insights and Advocacy are:

1. Practical application of the organisation's vision and purpose informing/driving priorities and decision making
2. Leadership in the alignment of strategic objectives across all activities and ensuring leaders in the directorate are actively engaged the delivery of key strategic initiatives and priorities
3. Active leadership and engagement in strengthening and embedding our social change model and practice framework across the organisation
4. Enhancing our advocacy approach by synthesising lived experience, practice wisdom and evidence.
5. Growing our social impact by fostering closer integration across practice, research, policy, and advocacy.
6. Implementation of a consistent data, design and implementation methodology in collaboration with the leadership team.
7. Leadership in developing collaborative processes across the organisation to improve evidence, impact, integration and sustainability.
8. Ensuring operational priorities within the directorate are achieved - meeting budget, growing revenue and/or new initiatives, managing and mitigating risks, delivering on contracts and reporting, production of high quality communications/publications.
9. Providing of timely briefings and support to Exec/CEO/Board and in particular the Strategic Planning and Fundraising Committee and People Practice and Quality Committee
10. Evidence of commitment to mentoring and supporting senior staff to flourish in their roles
11. Leadership in organisational governance processes, working closely with CEO, COO and Executive.

Key responsibilities of Jesuit Social Services Employees

Service delivery/ Practice Framework

- Deliver services consistent with program guidelines, relevant legislation and funding agreements.
- Ability to clearly communicate with others.
- The ability to manage competing priorities in a high-volume work environment.
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Team work and supervision

- Work effectively as part of a team, contributing to reflective practice and group outputs.
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Continuous Improvement and Professional Standards

- A growth mindset with a commitment to own learning and development.
- Commitment to risk management and continuous quality improvement processes.
- Compliance with relevant legislation, Code of Conduct, policies and procedures of Jesuit Social Services.

Diversity, inclusion and culture

- Demonstrate respect and acceptance of diversity at all times and provide culturally appropriate support.
- Interact with staff, participants and other stakeholders in a manner that is inclusive, respectful and non-discriminatory.
- Understanding and a demonstrated capacity to provide leadership in the identity and ethos of Jesuit Social Services.

Mandatory Position Requirements

- Current National and International (where required) Police Check.
- Current Employee Working with Children Check.
- Valid and current Australian Drivers Licence.
- Proof of eligibility to work in Australia.

Safeguarding Children and Young People

Jesuit Social Services takes child protection seriously, and you are required to meet the behaviour standard outlined in our Code of Conduct.

Conditions of Employment

Conditions of employment are in accordance with the current Jesuit Social Services Collective Agreement and Jesuit Social Services Policy and Procedures, including the Code of Conduct.

Employee Acknowledgement

I, _____ (please print name) acknowledge that I have read and understood the contents of this position description.

Employee Signature:

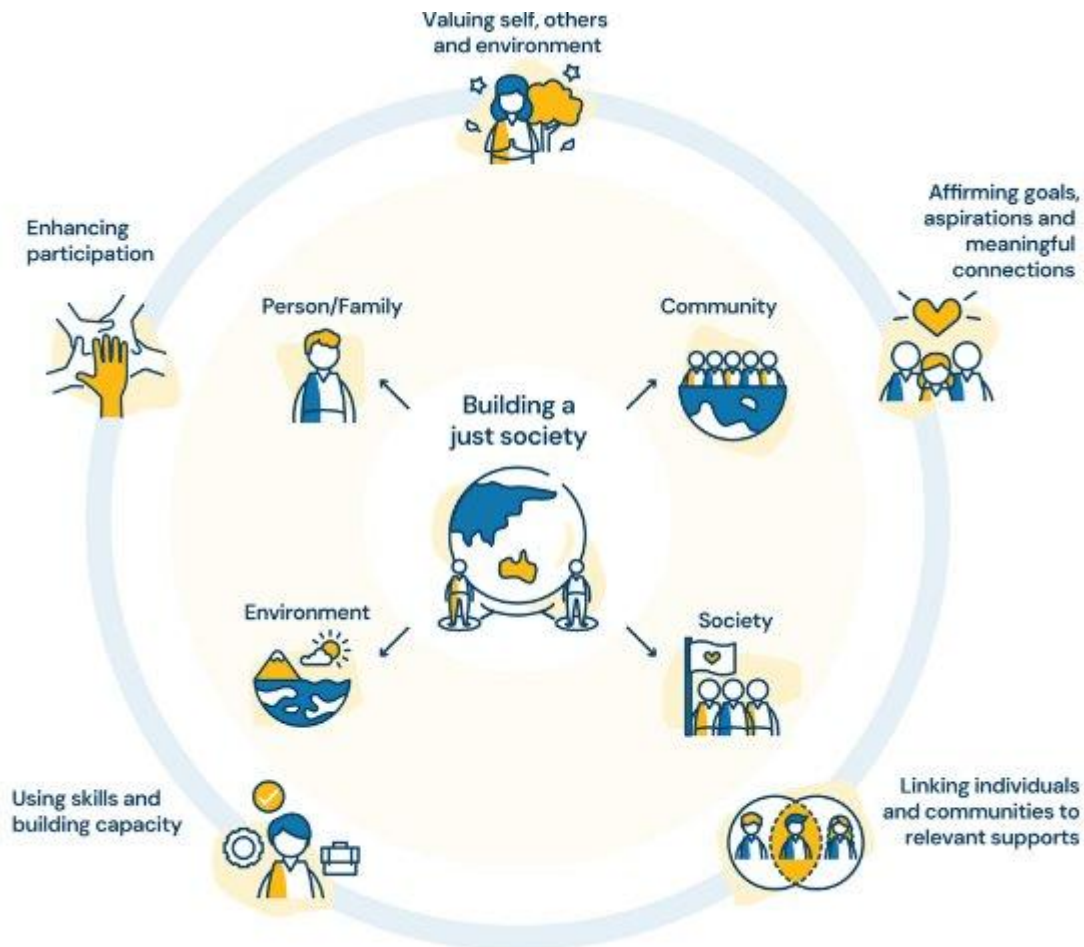
_____ **Date:** _____

Position Description Approved by:

CEO

May 2026

Appendix 1 – Our Way of Working: Jesuit Social Services' practice framework



Appendix 2 – Jesuit Social Services’ Social Change Model

