



PEOPLE WITH DISABILITY AUSTRALIA

Chief Executive Officer, People with Disability Australia

* PWDA is open to innovative management models including Co-CEOs and job share

Reports to: Board of Directors

Direct reports:

- Director Policy & Advocacy
- Director Individual Advocacy (NSW)
- Director Individual Advocacy (QLD)
- Director Strategic Projects and Organisational Development
- Director People, Quality and Systems
- Manager, Media and Campaigns

Budget: Approximately \$8 million per annum

Job Purpose

To lead PWDA in achieving its purpose:

- To be a leading human rights, disability advocacy and representative organisation of and for all people with disability.
- To realize our vision of a socially just, accessible and inclusive community, in which the human rights, belonging, contribution, potential and diversity of all people with disability are recognised, respected and celebrated with pride.

Stakeholders

- PWDA members
- PWDA board
- PWDA employees
- People with disability and their representatives
- Disabled People's Organisations Australia (DPO Australia)
- Disabled people's organisations (domestic, regional and international)
- Civil society organisations (domestic and international)
- Disability peak and advocacy organisations
- PWDA partners (state, national and international)
- Governments and their departments (State and Commonwealth)
- Consumer protection, complaints, and quality and safeguarding agencies
- United Nations mechanisms
- Funding bodies
- Australian Services Union

Position Context

This role contributes to PWDA's strategic objectives in the following three areas:

1. Human Rights Development

Key outputs are:

Leading PWDA in achieving its purpose as a leading human rights, disability advocacy and representative organisation of and for all people with disability, which strives for the realisation of our vision of a socially just, accessible and inclusive community, in which the human rights, belonging, contribution, potential and diversity of all people with disability are recognised, respected and celebrated with pride.

2. Organisational leadership

Key outputs are:

High performing teams, achievement of organizational and projects' goals, including effective support and ongoing improvement of individual and systemic advocacy functions and winning resources and support for new projects.

3. Building PWDA

Key outputs are:

Building organisational strategy, efficiency, effectiveness and sustainability. Key indicators will be data on impact and outcomes, funding applications/resources, and effective organisational systems and processes including governance and working with the Board.

Performance expectations

Performance expectations in this role include:

- Centrality of disability rights to all aspects of role
- Effective recruitment and leadership of team
- Profile with, and feedback from, external stakeholders.
- Quality of reporting and acquittals
- Effectiveness of programs and activities
- Organisational plan and sustainability.

Accountabilities

Organisation and Team Leadership

- Make a positive contribution to PWDA's culture by role modelling appropriate behaviours and values
- Ensure organisational strategic and operational planning, quality systems and reporting are in place
- Recruit, train, manage and develop direct reports in accordance with relevant organisational policies and applicable legislation
- Create an environment where people can succeed in roles with clear objectives, operating frameworks and delegations
- Identify and establish systems to manage organizational risk
- Ensure support is provided to the Board, all sub-committees and any other governance entities to enable them to meet their obligations.

Profile and Engagement

- Establish and foster strong relationships with a range of senior stakeholders associated with disability and human rights across Australia, including Commonwealth and state governments, international bodies and relevant NGOs, to assist in changing attitudes
- Identify opportunities to advocate for disability issues and implement
- Prepare, develop and/or contribute to reports, submissions, proposals, funding submissions and codes of practice on a range of issues
- Represent PWDA as a spokesperson in the media and in other forums.

Organisational Contribution

- Uphold PWDA's principles of social justice and equity
- Promote PWDA and its aims and objectives
- Demonstrate best practices in inclusion and access
- Ensure organisational capacity-building by identifying funding sources, assisting with funding applications and generating internal efficiencies
- Undertake other duties and accountability as directed, within the scope of this role.

Role requirements

The successful candidate will be able to demonstrate:

1. An excellent understanding of the ethos and values of the disability rights movement and disabled people's organisations.
2. Direct experience of disability.
3. Track record in the application of human rights frameworks to achieving real social change for people with disability.
4. Extensive experience in organisational leadership, including leading a senior management team to achieve outcomes/impact.
5. A strong track record in organisational development and management, including business acumen, financial and contractual management, stakeholder relationship management and strategic approaches to organisational growth.
6. A strong working knowledge of key policy and legislative frameworks that impact on the human rights of people with disability, including the United Nations Convention on the Rights of Persons with Disabilities (CRPD), Disability Discrimination Act 1992, National Disability Strategy and the National Disability Insurance Scheme.
7. well-developed strategic, analytical, creative and conceptual thinking skills.
8. Experience of evidence-based practice including skills in a broad range of advocacy, community-led research, policy development, campaigning and strategic planning.
9. High-level written and oral communication skills for a range of purposes and stakeholders, including as media spokesperson and presenter to large and small groups and the ability to influence and negotiate outcomes with stakeholders including governments.
10. Effectiveness in working with a Board or governance body of a membership-driven organisation, including meeting accountability requirements.
11. Strong working knowledge of human resource management including the ability to provide effective coaching and performance feedback.
12. Tertiary qualifications in a relevant field (such as human rights, law, social sciences) or equivalent experience.