

APPLICANT PACK

Director Corporate Services & Chief Financial Officer

Whitsunday Regional Council



RECRUITING FOR:



CONTACT
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Contents

➤ The Opportunity	3
➤ About Whitsunday Regional Council	11
➤ Living in the Region	17
➤ Recruitment Processes and Timeframes	20
➤ Contact	22
➤ Attachment: Position Description	

We respectfully acknowledge the Traditional Owners, as the custodians of the land and waters, on which we work, live and play. We pay respects to the broader First Nations community and to Elders, past, present and emerging and acknowledge their continuing culture and contribution to the life of the region.



The Opportunity

The Whitsunday region is one of Queensland's most dynamic and recognisable local government areas, celebrated for its diverse economy, iconic natural assets and enviable lifestyle. Stretching from the world famous Whitsunday Islands and Great Barrier Reef to productive agricultural lands and vibrant townships, the region offers a unique blend of community, commerce and tourism. This diversity brings opportunity, but it also demands strong, adaptable and forward thinking leadership to ensure the region continues to thrive.

Whitsunday Regional Council is now at a pivotal point in its organisational journey. Under the leadership of a reform focused Chief Executive Officer and a committed Mayor, the Council has embarked on an ambitious agenda to deliver long term financial sustainability, lift corporate performance and modernise the way services are delivered. The goal is clear: to position the organisation as an agile, efficient and high performing council that is attuned to community expectations and ready to meet the demands of a growing region.

At the centre of this transformation is the appointment of a Director Corporate Services and Chief Financial Officer. This is a role for a seasoned executive who can navigate the dual responsibilities of being a strategic partner to the CEO and elected members while also driving operational excellence across a complex portfolio. The successful candidate will be a credible authority on financial strategy and a change maker capable of renewing and re-energising core corporate functions.

This is more than a leadership role. It is a rare opportunity to shape the financial and corporate backbone of one of Queensland's most prominent regional councils at a decisive moment in its history.



The Role

The Director Corporate Services & CFO holds both strategic and operational accountability for Council's corporate functions. The role demands a leader who can look beyond day to day pressures to shape a sustainable future, while also ensuring that essential services are delivered to a high standard.

Financial stewardship is central to the position. The Director will lead the development and delivery of long term financial strategies, ensure robust budget management and integrate asset and financial planning to support sustainable decision making. They will provide authoritative, data driven advice to the CEO and elected members, enabling informed choices on revenue strategies, expenditure priorities and investment in community infrastructure.

Beyond finance, the Director is responsible for the performance of the governance framework, ICT transformation, procurement strategy, fleet optimisation and facilities management. This includes embedding robust management processes, fostering high performing teams and building organisational capability. The portfolio is broad and complex, requiring a leader who can manage multiple priorities without losing sight of the strategic big picture.

The Director will also be a key representative of Council in dealings with funding agencies, regulators, auditors and other external partners. In these interactions, they will project confidence in the organisation's financial and governance credentials, advocate for its strategic priorities and build relationships that deliver tangible benefits to the Whitsunday community.



Organisational Context

Council has strong financial reserves and significant capital investment planned, yet faces the pressing challenge of addressing a general fund deficit. The organisation must achieve this without compromising critical infrastructure investment or community service delivery. The Corporate Services portfolio is central to this challenge, encompassing finance, governance, ICT, procurement, fleet and facilities. These functions require coordinated effort to create efficiency, streamline systems and improve governance practices.

Enterprise systems are a particular focus. Council's TechnologyOne ERP is in place however further work is required to enable integration with other applications, improve reporting, reduce risk and enhance the overall user experience. Opportunities exist within governance, procurement and fleet to strengthen systems driving strategic alignment and delivering cost-savings. The CEO has commissioned expert reviews and received recommendations for each of these functions and has clear expectations that identified issues will be addressed quickly and decisively.

The executive leadership team are resolute in their ambitions and will benefit from a new team member who is committed to building alignment, trust and a shared performance culture. This new Director will be instrumental in helping shape strategic priorities, setting the tone for disciplined decision making and ensuring Corporate Services is a proactive, solution driven partner to the organisation.

Key Areas of Accountability

Governance

Recent reviews have identified the need to improve Council's governance systems, processes and practices. This includes updates to delegations, meeting procedures, risk oversight and Councillor support. The incoming Director will be expected to provide clear leadership and structure - ensuring governance becomes a well-understood, reliable function across the organisation. The focus will be on lifting capability, embedding consistent policy and risk frameworks, and providing sound advice to elected members and the executive team.



ICT and Enterprise Systems

The ICT environment is undergoing transition, with the need to stabilise core platforms and better integrate enterprise systems to extract the full benefit of Council's TechnologyOne investment. Many processes remain highly manual or bespoke, which impacts efficiency and reporting. A new ITC Manager has been engaged with a clear transformation brief. The Director will work closely with them to ensure systems are simplified, reporting is accurate, and technology supports reliable service delivery. Council is committed to improving system functionality and reducing operational friction through better use of digital tools.

Fleet and Facilities

Fleet and facilities systems are highly manual offering opportunities to better plan, streamline and drive purposeful decision-making. Fleet services need to move toward improved asset tracking, lifecycle management and utilisation reporting. Facilities management will benefit from more structured maintenance and asset planning aligned to long-term service requirements. The Director will be responsible for establishing frameworks, improving performance visibility and ensuring these assets support Council's operational and financial objectives.

Procurement

Procurement processes have been the subject of multiple reviews, with several findings yet to be resolved. Council requires a plan to optimise efficiency, improve productivity and maximise value. Risk exposure has been acknowledged, and the Director will lead the work to address these issues. The goal is to establish a more structured, compliant and forward-planned approach that supports both infrastructure delivery and day-to-day operations. This is a priority area for the organisation and one where measurable improvements are both needed and achievable.

Finance

Council's financial position is stable, enabling attention to be turned to the internal financial management environment.

Council have set ambitious financial goals requiring the Director to clarify internal accountabilities, improve reporting quality, data reliability and boost confidence in the finance function. Long-term planning and integration with asset management will also be required. A capable finance team is in place and the focus now is on a stronger structure, more effective processes and clearer financial oversight at all levels of the organisation.

External Stakeholder Engagement

The Director will also be a key representative of Council in dealings with funding agencies, regulators, auditors and other external partners. In these interactions, they will project confidence in the organisation's financial and governance credentials, advocate for its strategic priorities and build relationships that deliver tangible benefits to the Whitsunday community.



Leadership Expectations

This is a high stakes appointment requiring performance at the most advanced level across all domains of strategic leadership.

The successful candidate will be expected to:

- Think boldly and act early. Move beyond incremental change to deliver decisive actions that create lasting value for the organisation and the community.
- Place the right people in the right roles. Be uncompromising in addressing underperformance and aligning talent with the organisation's most critical priorities.
- Balance stability with agility. Maintain dependable delivery of essential services while creating the capacity to adapt quickly to new challenges and opportunities.
- Build collective executive performance. Promote a 'first team' mindset within the ELT, ensuring collaboration, trust and disciplined decision making.
- Integrate systems and processes. Align financial, governance, procurement and ICT functions so they work cohesively in support of Council's objectives.
- Engage stakeholders proactively. Shape perceptions and build support for Council's priorities through deliberate, well-planned engagement.
- Focus on what only you can do. Provide clarity, confidence and direction in an environment where decisive, credible leadership is essential.



Candidate Profile

The ideal candidate will bring:

- Senior executive experience in large, complex local government or equivalent, ideally within infrastructure intensive service environments.
- Exceptional financial leadership skills, with a record of restructuring budgets, embedding long term financial planning and integrating asset and financial strategies.
- Demonstrated success in enterprise-wide systems reform, preferably including ERP and TechnologyOne platforms.
- Proven capability in governance, procurement and risk management in a public sector setting.
- Strong political acumen and the ability to work effectively with elected members, regulators and funding agencies.
- A decisive, resilient and collaborative leadership style, able to influence executive peers and inspire high performing teams.
- CPA/CA qualification (or equivalent) and relevant tertiary qualifications in finance, accounting or commerce; post graduate qualifications desirable.

Note: You must be an Australian Citizen or hold the appropriate visa to work in Australia to apply for this role. Leading Roles will undertake checks to confirm your right to work in Australia at the offer stage.



Why This Role Matters

This role represents an opportunity to make a significant, lasting contribution to the Whitsunday region. The Director Corporate Services & CFO will not simply oversee the corporate functions of Council; they will redefine their role as strategic enablers of Council's vision. By restoring corporate health, strengthening governance and embedding sustainable financial strategies, the Director will lay the foundations for better services, stronger community outcomes and a more confident, capable organisation.

The impact of this role will be felt across the community. Success will mean infrastructure projects delivered on time and within budget, better use of ratepayer funds, improved customer service and decisions made with the benefit of reliable, timely information. It will mean an organisation that is both more responsive to the community and more disciplined in the way it operates.

For an experienced executive, this position offers a rare combination of scope, influence and challenge. It is a chance to lead from the centre of a high-profile organisation at a defining moment in its history. It offers the opportunity to work alongside a reform minded CEO and Mayor, to engage with a committed elected Council, and to contribute directly to the prosperity and liveability of one of Australia's most sought after regional destinations.



Council Employee Benefits

Joining Whitsunday Regional Council will see you welcomed into a supportive and thriving environment within an experienced and dedicated team. In return for your hard work and dedication, the successful candidate will be rewarded with an attractive TRP negotiable based on your qualifications and experience.

Benefits of the role include:

- Four-Year Contract
- Base Salary \$230,000 - \$270,000 per annum, commensurate with experience
- Motor Vehicle Allowance - \$25,000 per annum
- Relocation Assistance up to \$12,000.00
- Additional Salary Sacrifice options available
- Locality Allowance
- 5 Weeks Annual Leave
- Employee Assistance Program
- Active Social Club
- Generous Study Assistance Program



About Council

The Whitsunday region is in the heart of tropical north Queensland, about 1,100 km north of Brisbane and 700 km south of Cairns and is home to approximately 38,580 residents.



The Whitsunday region extends over 23,862 square kilometres and includes the major townships of Airlie Beach, Bowen, Proserpine, Cannonvale and Collinsville with numerous rural and coastal communities and residential areas scattered throughout the region.

Key employment sectors include agriculture, mining, tourism, construction, manufacturing and transport industries.

Council administers in excess of \$1.4 billion in assets, including four library branches, six aquatic facilities, four customer service centres, and various major infrastructure and equipment. They maintain 1784 km of roads and 120 parks and open spaces.

The Council is led by a Mayor and six divisional Councillors.

Links to Council Information





Corporate Plan Summary

Whitsunday Regional Council's Corporate Plan 2025–2030 represents the five-year strategic blueprint guiding all council decisions, services and capital investment. It articulates a future where the region thrives on a resilient and diverse economy while preserving its liveability and natural assets. Council's vision states:

"A united community working together to drive a resilient and diverse economy and a liveable environment," with a mission "to ensure the Whitsunday Region thrives for everyone, now and in the future."

Strategic Pillars:

The Plan is structured around five interconnected strategic themes:

- 1. Our Economy** – Advance economic development through regional partnerships, tourism growth and investment attraction.
- 2. Our Community** – Deliver vibrant, inclusive communities with high-quality liveability and services.
- 3. Our Environment** – Protect, preserve and enhance the region's natural environment and foster climate resilience.
- 4. Our Council** – Strengthen governance, organisational capability, financial sustainability and community trust.
- 5. Our Infrastructure** – Invest in sustainable infrastructure that supports growth and long-term service delivery.

Key Projects and Initiatives:

The Corporate Plan outlines high-level initiatives under each theme, supported by measurable outcomes.

Highlights include:

- Implementing the Economic Development Strategy 2030, with a focus on strategic investment and emerging industries.
- Advancing major place-based planning initiatives, such as the Airlie Beach, Cannonvale, Bowen Foreshore and Abbot Point master plans.
- Strengthening asset management through lifecycle planning, with an emphasis on roads, stormwater and community facilities.
- Enhancing organisational culture and staff capability, while embedding customer experience improvements.
- Promoting environmental protection through waste management strategies and renewable energy initiatives.

This plan underpins Council's Operational Plan and Budget, ensuring a transparent link between community aspirations and Council's actions.

Sources:

- [Whitsunday Regional Council Corporate Plan 2025-2030](#)
- [Whitsunday Regional Council Operational Plan 2025-2026](#)



Financial Performance & Long-Term Plan

Whitsunday Regional Council has implemented a significant financial transformation aimed at achieving long-term sustainability while improving service delivery and operational efficiency.

Current Financial Position

As of the 2025–2026 financial year:

- **Operating Revenue:** \$134.8 million
- **Operating Expenses:** \$135.2 million
- **Capital Expenditure:** \$55.8 million
- **Asset Base:** \$1.3 billion
- **Total Loans:** \$91.9 million
- **Net Result:** Operating deficit of \$428,000 (budgeted), with a focus on restoring surplus position by FY2026–27.

Key Financial Sustainability Metrics

Council monitors performance against Queensland Treasury Corporation's sustainability ratios:

- **Operating Surplus Ratio:** –0.3% (target: ≥0%)
- **Net Financial Liabilities Ratio:** 34% (target: ≤60%)
- **Asset Sustainability Ratio:** 81% (target: ≥90%)

Although Council is currently under the target for Asset Sustainability Ratio, steps are being taken to rectify this through asset planning reforms and prioritised capital delivery.

Long-Term Financial Plan Strategy

Council's long-term financial plan is structured to:

- Restore operating surpluses by 2026–27. Ensure infrastructure investment aligns with population growth and asset renewal needs.
- Minimise debt exposure while maintaining capital delivery through external funding and grants.
- Strengthen own-source revenue through improved cost recovery, rating equity and service level rationalisation.

Council is also investing in business system upgrades to better support forecasting, reporting and evidence-based decision-making across departments.

Sources:

- [*Whitsunday Regional Council Operational Plan 2025-2026*](#)
- *Budget Statement and Rating Strategy 2025-2030 (included in Operational Plan)*



Summary of Economic Development Strategy

The Whitsunday Economic Development Strategy 2030 sets an ambitious course for regional economic growth, diversification and investment attraction.

Strategic Vision: *To build a dynamic and thriving economy recognised nationally and globally for innovation, competitiveness, and liveability.*

Strategic Pillars:

The strategy is built around three central pillars:

- 1. Strategic Investment** – Attracting private sector capital, securing grant funding, advocating for major projects and supporting master plan precincts.
- 2. Business & Employment Growth** – Developing education and training infrastructure, promoting entrepreneurship and addressing housing and workforce supply.
- 3. Prosperous Places** – Improving place-based planning, tourism diversification, housing growth strategies and promoting regional lifestyle appeal.

Key Initiatives:

- Establishment of an Investment Prospectus and Incentives Scheme targeting resources, tourism, agriculture and future industries (bioeconomy, aerospace, etc.).
- Delivering an Economic Driving Event Investment Plan to leverage high-impact events, including sailing events linked to the 2032 Olympic and Paralympic Games.
- Supporting the creation of a Whitsunday University Hub and Centre for Excellence in future industries.
- Implementing a Local Housing Action Plan to secure housing for essential workers and attract population growth.
- Developing a Whole-of-Region Advocacy Platform to support major infrastructure projects, public services and private sector priorities.

The action plan includes 18 specific deliverables over a five-year period, aligned to sector-specific and place-based outcomes across tourism, mining, agriculture and future-focused industries.

Sources:

- [Whitsunday Regional Council Economic Development Strategy 2030](#)



Organisational Culture and Community Satisfaction Survey Results

Organisational Culture

Council is committed to creating a values-based culture focused on safety, integrity, respect and innovation. The Operational Plan 2025–26 includes strategic actions to:

- Build a diverse and inclusive workforce.
- Enhance leadership capability and staff development.
- Implement structured performance management systems aligned to strategic outcomes.
- Foster a customer-focused ethos through service delivery reviews and improved systems.

Community Satisfaction

The most recent Community Satisfaction Survey (CSS) undertaken in 2022 aimed to benchmark Council's performance, understand customer service perceptions and guide strategic improvement areas.

Key Results:

- Overall Satisfaction: 3.53 out of 5 (from the 2021 survey).
- Highest Performing Services: Libraries (4.18), parks and open space (3.85), waste services (3.70).

Top Improvement Priorities (2021 & 2022):

- Road maintenance
- Tourism and economic development
- Town centre revitalisation
- Local job creation and business support

Areas for Improvement

Council has recognised the need to:

- Improve transparency and communication with residents.
- Increase responsiveness to service requests and complaints.
- Enhance maintenance of local infrastructure.
- Continue upgrading digital platforms for customer interaction.

In response, the Operational Plan includes actions to modernise customer interfaces, review service levels and embed continuous feedback loops from community engagement.

Sources:

- [Whitsunday Regional Council Operational Plan 2025-2026](#)
- [Customer Satisfaction Survey 2022](#)

Organisational Structure





Living in the Region



Housing

The cost of housing in the Whitsunday Region is affordable with the median house price of approx. \$475,000. Median rental price range averages \$325 - \$460.



Educational Facilities

There are several schooling options in the Whitsunday region including several state primary and high schools, and numerous private schools offering education up to year 12. Tertiary education is also covered with a Queensland TAFE Campus located in Cannonvale and the CQ University and James Cook University both located in Mackay, which is approximately two hours drive.



Healthcare

There are excellent medical centres throughout the region and local hospitals; Proserpine Hospital, Bowen Hospital and Collinsville Hospital and the Whitsunday Community Health Centre that service the local community.



Living in the Region



Shopping & Dining

The Whitsunday region is famous for fresh seafood, and the local dining options are varied from a-la-carte to pub-style meals available to cater to all palates. Shopping for everyday essentials is readily available throughout the region, with boutique and specialty stores located in the hub of Airlie Beach.



Sports & Recreation

There are plenty of parks and open spaces with six aquatic facilities spread throughout the region, and if you prefer a team sport there are local sporting clubs available including touch footy, sailing, tennis, golf and a local motorbike racing club.



Getting Around

The Whitsunday region is located about 1,100 kilometres north of Brisbane CBD and 600 kilometres south of the Cairns CBD. The area is served by major highways, the Brisbane-Cairns Railway line and the Proserpine, Hamilton Island, and Whitsunday airports.

Our Whitsunday : Our Utopia



Recruitment Process and Timeframes



How To Apply?

Please submit your application via the Leading Roles website. Please upload:

- Your CV
- A covering letter addressing the [Candidate Profile](#) (Page 7)



Evaluation Process

Leading Roles and Whitsunday Regional Council will determine a shortlist of suitable applicants based on desktop review of applications and initial interviews with a select group of applicants.

Applicants that have been shortlisted will be advised and asked to attend an interview with the interview panel. Whitsunday Regional Council may elect to undertake further interviews as required.

Preferred / shortlisted applicants may be required to undertake psychometric assessments to assist in understanding the working preferences and attributes and potential fit to the role. You will also be required to undergo a criminal history check, VEVO “right to work” check as well as financial probity checks.



Indicative Timeframes



Applications Open

- Week Commencing Monday 11 August 2025



Applications Close

- 5:00 pm Monday 1 September 2025



Initial Assessment

- Week Commencing 1 September 2025



Council Interviews

- Week Commencing 15 September 2025 (TBC)

*Note these timeframes are indicative only and may change subject to the outcomes of the recruitment process, council staff and candidate availability.

Privacy Information

Leading Roles is collecting your personal information in accordance with the Information Privacy Act for the purpose of assessing your skills and experience against the position requirements. The information you provide in your application will only be used by employees of Leading Roles. Your information will be provided to authorised Council Officers, including Human Resources and the relevant selection panel members. It will not be given to any other person or agency unless you have given us permission, or we are required by law.



What Happens Next?

At Leading Roles, we prioritise candidate care and engagement throughout the recruitment journey. The process typically takes 6 to 8 weeks, from submission of your application, and we strive to keep you informed with regular updates.

While feedback may not be immediate, we assure you that we will contact you with updates and relevant information as soon as possible. The schedule below indicates when you will hear from us. Thank you for your understanding as we carefully manage a high volume of applicants and coordinate with client schedules.

Stage	What to Expect
Week 1-3 Application Stage	<ul style="list-style-type: none"> • Application Acknowledgment: Prompt acknowledgement of your application.
Week 4 Initial Interviews	<ul style="list-style-type: none"> • Applicant Review: We work closely with our clients to determine longlisted applicants that match the requirements for the role. • Video Conference Interviews: Initial interviews with longlisted applicants. • Feedback: Shortlisted applicants agreed with client. Feedback provided to applicants.
Week 5 & 6 Client Interviews	<ul style="list-style-type: none"> • Preparation: Shortlisted candidates receive a briefing prior to client interview. • Panel Interviews: Consultants facilitate client interviews, at the discretion of the client, online or in-person. • Feedback: Post-interview feedback provided to candidates.
Week 5 & 6 Verification	<ul style="list-style-type: none"> • Checks: Simple online verification, including: <ul style="list-style-type: none"> ◦ Reference Checks ◦ Criminal History and Right to Work Checks ◦ Psychometric Assessments (if requested by client)
Week 6 Offer & Negotiation	<ul style="list-style-type: none"> • Negotiation: Consultant to support salary negotiations. • Engagement: Direct candidate engagement with the Council for contract questions and onboarding.
Week 6 to 8 Project Finalisation	<ul style="list-style-type: none"> • Future Opportunities: If unsuccessful, with your permission, you'll be added to our Talent Pool for future opportunities.
Post Placement	<ul style="list-style-type: none"> • Check-in: Regular check-ins throughout the first year.



MARK OGSTON

Chief Executive



Mark founded Leading Roles in 2012 to provide specialist assistance in recruitment and human resource related projects for councils, and he is a passionate advocate for the development and performance of the local government sector.

Mark leads all our client engagement, the Leading Roles recruitment team and undertakes executive level recruitment projects for the company.

Client Rating



Candidate Rating



CONTACT

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WELCOME TO

AIRLIE BEACH

HEART OF THE REEF

ATTACHMENT

Position Description

Position Description

Director Corporate Services & CFO

POSITION TITLE:	Director Corporate Services and Chief Financial Officer
POSITION NUMBER:	30100
DIRECTORATE:	Corporate Services
BRANCH:	Corporate Services
EMPLOYMENT CONDITIONS:	Common Law Employment Contract
POSITION STATUS:	Full Time
ACCOUNTABLE TO:	Chief Executive Officer
LAST REVIEWED DATE:	July 2025

COUNCIL VALUES

Whitsunday Regional Council's culture is driven by the following values:



Position Description

Director Corporate Services & CFO

PRIMARY PURPOSE

To lead and maximise the performance of the Corporate Services Directorate providing strategic direction, expert advice, and leadership in achieving Council's Operational and Corporate Plans and other adopted strategies.

KEY RESPONSIBILITIES

1. Manage the delivery of services, across the functional departments of Finance, Governance, Innovation and Technology, Buildings and Facilities and Fleet.
2. Lead and manage the Corporate Services Directorate of Whitsunday Regional Council and provide advice and support to the Chief Executive Officer to achieve the operational and corporate objectives of Council.
3. Support, guide, and mentor employees and act as a role model for Council's Values and Behaviours, including a strong focus on Workplace Health & Safety.
4. Contribute to the long term financial sustainability of Council through provision of professional financial services and effective leadership, continuous improvement, good governance and good decision making.
5. Provide regular and systematic performance reporting to the Chief Executive Officer surrounding Corporate Services deliverables
6. Provide expert technical support and advice to the Chief Executive Officer and Council in functional areas of accountability including as the Chief Financial Officer.
7. Direct programs and projects relevant to the strategic and operational objectives of Council, within budgetary constraints and within established timeframes.
8. Prepare, monitor, and manage the Council and Directorates budget, including providing reports and updates to the Chief Executive Officer and Council.
9. Establish and maintain productive relationships with elected members, other members of the Executive Leadership Team, and with internal and external stakeholders.

OPERATIONAL ACCOUNTABILITIES

1. Manage and lead the Corporate Services directorate in the delivery of high quality services and accountability for the strategic objectives for finance, governance, procurement, assets, and innovation and technology.
2. Develop, implement and conduct on-going reviews of directorate strategic plans, which align to corporate objectives and legislative requirements, and provide regular reporting on actual performance against these plans.
3. Develop, implement, monitor, review and continuously improve appropriate policies, procedures and systems for the effective and efficient operation of the directorate.
4. Prepare, monitor and report against Council and the Directorates' budget.
5. Provide technical advice and support relevant to the key functional areas ensuring alignment to Council's Corporate and Operational Plans.

Position Description

Director Corporate Services & CFO

6. Build a high-performance team who are results orientated and focused on delivering outstanding customer service to Councillors, the organisation and the community.
7. Represent Council on external committees, working groups and/or forums, in a positive and constructive manner.
8. Ensure that all requests for service and/or information are acted upon quickly and completely, with accuracy and transparency.
9. Identify, maximise and secure grants or other funding sources for projects and programs delivery, and liaise with appropriate funding bodies in the preparation of submissions, agreements, and acquittals.
10. Negotiate and improve service level agreements with external providers and monitor performance standards and service outcomes to ensure high quality and effectiveness of activities.
11. Manage the delivery of projects, ensuring compliance with legislative and Council policy and procedure requirements, and ensuring that projects are delivered within budget, time and quality parameters.
12. Operate as part of the Executive Leadership team (ELT) in establishing and implementing Council's strategic direction.
13. Refer matters that may impact upon the business to employees and to the CEO.
14. Undertake other relevant duties as directed, consistent with skills, competence, and training.

ORGANISATIONAL ACCOUNTABILITIES

The Corporate Directorate is responsible for the development and maintenance of local infrastructure that supports the region's current and future needs and implements strategies so that our region is accessible and connected.

1. Workplace Health and Safety

- Actively participate and promote a safety culture that believes all incidents are avoidable and strives to create an environment free from injury or illness, and operate in accordance with Council's Health and Safety Duty Statement and associated safety policies/procedures.

2. Culture

- Drive a positive and proactive customer service culture and demonstrate an active commitment to the culture, vision and values of Council.
- Comply with Council's Code of Conduct and all Council policies and procedures at all times.

3. Information Services and Technology

- Protect and manage Council's information assets in accordance with legislative, policy and process requirements.
- Use Council's technology appropriately and with respect.

4. Risk Management

- Assist, support and facilitate Council's approach to risk management

Position Description

Director Corporate Services & CFO

5. Customer Service

- Demonstrate a comprehensive understanding of the customers of Council, creating a culture of customer service excellence.

6. Financial Accountability and Governance

- Models compliance with Council's purchasing Policy.
- Delegations may be applicable to this position and are detailed in the Delegations Corporate Register.
- Legislative Sub-Delegations and authorisations may also be applicable.

LEADERSHIP

Council's leaders are expected to demonstrate the following leadership competencies at all times:

1. Emotional Intelligence

Can successfully manage the impact their words and actions have on others and works hard to ensure they have a positive impact on everyone.

2. Change Agent

Flexible and agile in the face of change. Keen to learn and develop through feedback. Displays a positive attitude towards change and keen for continuous improvement. Seeks opportunities to implement change and takes the initiative.

3. Effective Communication

Written and verbal communications are effective, clear, constructive and encourages two way communication.

4. Integrity

Role models integrity and shows respect to all those who they come into contact with regardless of political persuasion or agenda.

5. Developing Others

Actively encourages others to develop and provides support, mentoring and coaching where required. Creates an environment where the team feels empower and accountable for their development.

6. Interpersonal Skills

Integrates well with others and is able to have difficult conversations without fear of conflict. Has a good level of political acumen. Demonstrates the ability to persuade and influence others and is able to negotiate positive outcomes.

7. Operational Excellence

Focusses on their energy on strategic thinking and achieves results within deadlines and within budget.

8. Growth Mindset

Actively looks for ways to improve, focusing on what is working well rather than what is not working. Encourages others to improve and creates a positive environment for this to occur.

Position Description

Director Corporate Services & CFO

QUALIFICATIONS/SKILLS

Essential

1. C Class Manual Drivers Licence.
2. Tertiary qualifications in Finance, Accounting or similar discipline, or other relevant qualifications.

Desirable

3. Post graduate qualifications in Finance, Accounting or similar.
4. Prior experience within a Local Government environment will be advantageous.
5. Eligible for registration as a Certified Practising Accountant or similar.

ACKNOWLEDGEMENT

This Position Description provides a general indication of the responsibilities and nature of the work to be undertaken by the employee. It is not intended to be a comprehensive list of all duties, tasks and/or requirements of the role.

The Position Description is reviewed on a regular basis and may be varied, with consideration being made for the employee's skills, experience and expertise. Any changes will be made in consultation with the employee.



Leading Roles

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