

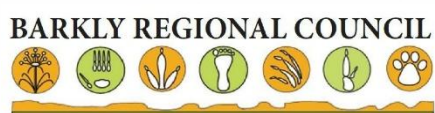
APPLICANT PACK

# Chief Executive Officer

## Barkly Regional Council



RECRUITING FOR:



### CONTACT

**Mark Ogston**  
Chief Executive  
Leading Roles

0407 674 412

mark.ogston@leadingroles.com.au

# Message

## from the Mayor



Dear Candidate

Thank you for your interest in the role of Chief Executive Officer at Barkly Regional Council. This is a unique and exciting opportunity to lead a Council that is deeply connected to its communities and focused on delivering meaningful outcomes across a vast and diverse region.

Since being elected Mayor in 2024, I've worked with fellow councillors and our executive team to stabilise the organisation, rebuild trust and set a clear and community-led strategic direction. We've now laid strong foundations, including a new regional plan shaped by our local authorities and Traditional Owners, and we're ready for a CEO who can help deliver on that vision.

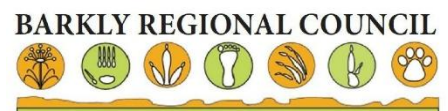
We're looking for a leader who is values-driven, practical and committed to living and leading in the Barkly. Someone who understands the importance of strong systems, steady leadership and respectful relationships - both within the organisation and with the people we serve.

The Barkly is a remarkable place. We have challenges, but also great people, deep culture and enormous potential. I've chosen to live here and raise my young family here because I believe in this region, and I know the right CEO will find purpose, support and the chance to make a lasting difference.

I look forward to learning more about you through this process and to welcoming the next CEO into our team and our community.

Warm regards,

**Cr Sid Vashist**  
Mayor



[Watch the video message from the Mayor.](#)

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We respectfully acknowledge the Traditional Owners, Warumungu, Mudberra, Jingili, Wakaya, Wambaya, Waanyi, Walpiri, Warlmanpa, Alyawarr, Anmatyerre and Kaytetye Country 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 Role

Barkly Regional Council is entering a new era of leadership. After a difficult period of financial and operational instability, and 12 months of administration, elected representatives and senior staff have been working closely to restore community and stakeholder confidence, professionalise internal systems and return the Council to steady ground.

With strong intent and early momentum, a new regional plan has been adopted following extensive consultation with local communities. Structures have been realigned, funding streams are being secured, and a full executive team is in place. Now, the Council is seeking a CEO who will lead the next phase of stabilisation, improvement and regional leadership.

This is a hands-on role that requires authentic engagement with Indigenous leaders, government agencies, staff and residents across a geographically vast and culturally rich region. It offers both challenge and reward. Impactful leadership in one of the most important service environments in Australia.

As Chief Executive Officer, you'll be responsible for:

- Delivering the 2025–26 Barkly Strategic Regional Plan and community-specific master plans
- Overseeing a workforce of approximately 160 FTE and a total organisational headcount of over 230
- Strengthening core governance, planning, asset and financial systems
- Leading a positive organisational culture focused on values, accountability and service
- Representing Council and advocating across all levels of government, particularly in response to emerging regional reform and funding issues
- Working in genuine partnership with the Mayor, Councillors, Local Authorities and Traditional Owners to deliver community priorities

You'll lead an executive team with strong foundations already in place, and be expected to complement the leadership capacity currently embedded. This is a role for someone who can steady the ship while driving planned reform and service delivery.



# A Community-Centred Role

The Barkly is home to some of the most remote and resilient communities in the country. Many are majority-Indigenous and have expressed a strong desire to see more visible leadership, better services and respectful engagement.

The incoming CEO must live in Tennant Creek - not fly-in/fly-out - and be willing to build authentic relationships throughout the region. Flexibility for respite is supported, but the role must be grounded in the place it serves. Council has explicitly endorsed this position.

This is a role that requires cultural awareness, deep listening and personal presence. You'll be joining a community that is open, welcoming and determined to succeed—and expects the same of its leadership.

# Organisational Priorities

The new CEO will be tasked with delivering a focused 12-month strategy, which includes:

- Executing the newly adopted Strategic Regional Plan, with clear KPIs and community outcomes
- Rebuilding systems in finance, records, HR, governance and asset management
- Improving staff morale and workforce capability, including continuity planning across directorates
- Strengthening service delivery in communities and re-establishing trust in council's capacity to deliver
- Leading advocacy efforts around infrastructure, energy and social investment, with particular attention to mining impacts and funding equity
- Representing Council's firm position against amalgamation, while navigating emerging policy settings from the NT Government





# Your Experience

We are seeking a values-driven executive leader with:

- Proven experience leading regional or community-focused organisations, ideally within local government or the broader public sector
- Strong financial acumen and familiarity with grant-based funding environments
- Demonstrated capability in cultural change, service reform and organisational renewal
- Effective relationship and negotiation skills across political, government and Aboriginal stakeholder contexts
- High emotional intelligence, resilience and the ability to lead with integrity in challenging settings
- A clear alignment with the values of openness, transparency, respect and public service

You will likely have held a senior executive or CEO position in a similar-sized organisation, or be a strong executive ready for your first CEO appointment in a uniquely rewarding environment.

Your written response should address the following six criteria, aligned to the leadership expectations of this role.

## **1. Strategic Leadership**

Demonstrate your ability to lead strategy development and execution in a complex service environment, particularly in regional or remote settings.

## **2. Organisational Alignment**

Provide an example of how you have strengthened organisational systems such as finance, risk, asset management or governance. Outline how you ensured organisational structures and processes supported delivery of strategic goals.

## **3. Team and Processes**

Describe your approach to leading and mentoring senior executive teams.

## **4. Elected Member Engagement**

Outline your experience working with elected representatives, such as Councillors or Boards. Describe how you have supported effective decision-making, managed sensitive political dynamics and upheld good governance in an advisory leadership role.

## **5. External Stakeholder Engagement**

Demonstrate your capacity to build constructive relationships with external stakeholders, including Aboriginal communities, government agencies and funding partners.

## **6. Personal Working Norms**

The role is based in Tennant Creek and requires visible, grounded leadership. Describe your readiness to live and work in the region, and your approach to resilience, self-awareness and leading with values in a high-pressure environment.



# Remuneration and Conditions

The Barkly Regional Council take pride in enabling the personal aspirations of its staff and facilitating their access to development opportunities and unique work experiences whilst enjoying the enviable lifestyle that the region has to offer. Some of the many benefits of working at Barkly Regional Council include:

- TRP Circa \$300,000 + Executive Housing
- 6 weeks of recreational leave each year
- Remote locality allowance – payable on top of your regular salary as per the EBA
- Employee Assistance Program
- Free access to the swimming pool and gym facilities
- An inclusive and diverse workplace culture
- Relocation allowance

# Living and Working in the Barkly

A fully furnished executive home in Tennant Creek is provided as part of the package. Council supports flexible leave arrangements to ensure resilience and wellbeing, particularly for those transitioning into remote work for the first time.

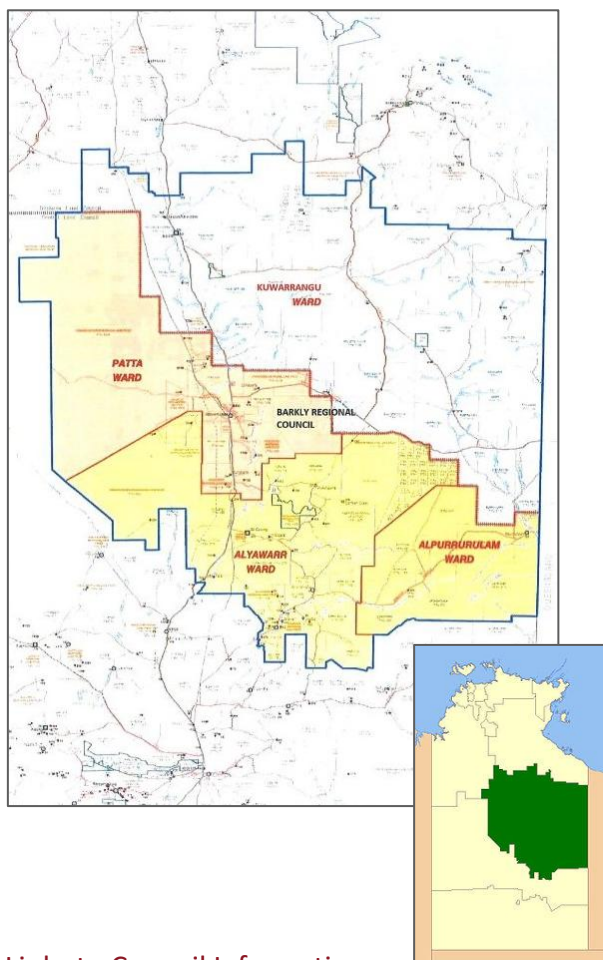
Tennant Creek offers a rich community life, strong local identity and a landscape of vast cultural and environmental significance. Those who invest in this place are often embraced and valued by both the community and the organisation.





# About Council

The Barkly Regional Council is in the eastern part of the Northern Territory, it covers a vast area of approximately 322,674 square kilometres, making it one of the largest local government areas in the country.



The council region has a population of approximately 8,122 (2021 census) with most of the population living in the town of Tennant Creek.

The Barkly Region encompasses several remote communities and townships, including Tennant Creek, Elliott, Ampilatwatja, Alpururulam, Ali Curung, Canteen Creek, Epenarra, Newcastle Waters, Tara and Wutunugurra.

The Barkly Regional Council's key focus is on providing services and support to the local community. The council's vision is to create a sustainable and vibrant region where people choose to live, work and invest.

The Barkly Regional Council area has a diverse economy, with employment opportunities in a range of sectors. Some of the key industries in the area include mining, pastoralism, tourism and retail. The council itself is also a significant employer, providing services to the local community and employing staff in areas such as administration, infrastructure maintenance and community development.

Links to Council Information







# Corporate Plan Summary

The Barkly Regional Council refreshed Regional Plan (2023–24) is under review for 2025–26, reaffirming a shared vision ***“Strong Barkly Communities Determining Their Future and Thriving in Both Worlds”***.

## Strategic pillars and key initiatives include:

- **Community Services & Safety** – ongoing expansion of youth, aged-care and safety programs, including upgraded youth facilities.
- **Infrastructure & Asset Management** – implementation of a 10-year plan covering roads, fleet, housing, office and workshop upgrades to address infrastructure backlog.
- **Governance & Compliance** – establishment of audit committee and strengthened governance protocols in response to prior failings.
- **Economic Activation** – fast-tracking the Barkly Regional Deal (\$78m), regional event promotion, tourism facilities and visitor amenities.
- **Cultural & Environmental Management** – leadership in waste/animal management and heritage stewardship.
- **Engagement & Leadership** – inclusive, community-driven governance models informed by local authority feedback.
- **Workforce Excellence** – employer of choice with approximately 65% Indigenous workforce share, emphasising professional development.

## Sources:

- [Barkly Regional Council Annual Report 2023-2024](#)



# Financial Performance and Long-Term Financial Plan

Barkly Regional Council's financial performance for the year ended 30 June 2024 reflects a focus on maintaining essential services and progressing infrastructure investment across its remote and regional communities.

In 2023–24, the Council recorded operating income of \$26.1 million, of which \$18 million (approximately 69%) was sourced from grants and subsidies. Own-source revenue included statutory charges, commercial income and user fees. Operating expenditure totalled \$38.2 million, with the most significant costs attributed to employee benefits, materials and services, and the delivery of community programs and infrastructure maintenance. The Council recorded a total comprehensive loss of \$9.3 million for the year.

Capital expenditure for 2023–24 amounted to \$5.6 million and was directed towards infrastructure improvements, including building and asset renewals, plant and fleet upgrades and essential works across Council-managed facilities in towns and communities. These investments are aligned with the Council's 10-Year Infrastructure and Fleet Replacement Plan, which outlines staged capital renewal priorities across buildings, roads and fleet assets.

The Council's financial strategy is underpinned by the development of a Long-Term Financial Plan (2025–2028), which aims to strengthen sustainability through improved asset planning, reduced operational costs and enhanced financial reporting. This includes aligning future budgets with asset renewal requirements, maximising external funding opportunities and reviewing internal financial systems to improve transparency and control.

Over the next decade, the Council forecasts significant capital investment to support service delivery and asset performance across its service footprint. The 10-Year Plan outlines combined periodic capital replacement costs of \$19.2 million in 2025–26, with planned cumulative investment reaching over \$128 million by 2034–35. Planned capital works include building upgrades, road and footpath renewals, and fleet replacements, with priorities determined by asset condition assessments and service delivery needs.

Through ongoing financial planning and governance improvements, Barkly Regional Council is working to maintain operational viability, support regional development and ensure critical infrastructure remains fit for purpose to meet the needs of its communities.

#### Sources:

- [Barkly Regional Council Annual Report 2023-2024](#)





# Economic Development Strategy Summary

The Council is championing regional economic renewal, especially via the Barkly Regional Deal.

## Strategic priorities & initiatives:

- **Regional Deal delivery** – focus on delivering remaining 22 of 28 Deal initiatives, especially the Tennant Creek weather radar (\$17.9m) and visitor park (\$9.5m).
- **Event-led activation** – fostering community events, including Tennant Creek Australia Day Family Fun Day with 250+ participants.
- **Tourism infrastructure** – developing amenities such as Lake Mary Ann, Purkiss Reserve and visitor hub upgrades.
- **Strategic partnerships** – collaborating with NT and Commonwealth through the Barkly Governance Table to unlock funding.
- **Local workforce focus** – boost Indigenous employment and invest in capacity-building to support economic resilience.

## Sources:

- [Barkly Regional Council Annual Report 2023-2024](#)
- [Barkly Regional Council Website](#)



# Organisational Culture

Barkly Regional Council fosters a values-driven and community-focused organisational culture, grounded in inclusion, respect and local knowledge. With a strong commitment to delivering high-quality services across a geographically vast and culturally diverse region, the Council places people and communities at the centre of its operations.

The Council's workforce is one of its greatest strengths, with approximately 64.7% of staff identifying as Aboriginal or Torres Strait Islander. This local representation ensures culturally responsive service delivery and enhances community connection across the Barkly region. Staff work and live in the communities they serve, bringing valuable insights and building trust through consistent, on-the-ground presence.

Professional development and continuous improvement are key components of the organisational culture. The Council invests in training and development opportunities for staff across all levels, including leadership, compliance, workplace health and safety, and role-specific upskilling. This commitment supports career progression and ensures that services are delivered with professionalism and care.

The Council is also focused on strengthening internal systems and communication, promoting a collaborative working environment where staff feel supported and empowered. Organisational values of integrity, accountability, service excellence and community partnership guide decision-making and are embedded across programs and service areas.

Barkly Regional Council continues to cultivate a positive, inclusive and capable workforce that is proud to contribute to the wellbeing and development of the region.





# Community Satisfaction Survey Results

While a Council-wide community survey remains pending, key insights exist:

- **Community sentiment** – slowly recovering; primary concerns remain public safety, youth services, aged-care and infrastructure maintenance.
- **Stakeholder feedback** – NT Gov's Have Your Say survey (mid-2025) is underway to gauge satisfaction with regional leadership and service coordination.
- **Valued attributes** – local representation, cultural identity, community cohesion and Indigenous leadership feature strongly in stakeholder priorities.
- **Service satisfaction highlights** – positive reception to recreational facility upgrades and transparent public meetings; new "Snap Send Solve" feedback mechanisms contribute to enhanced responsiveness.

## Sources:

- [Barkly Regional Council Corporate Documents](#)
- [Barkly Regional Council 2022-2023 Annual Report](#)
- [Have Your Say Northern Territory – Barkly Regional Office 2024-25 Client Satisfaction Survey](#)



# Living in the Region



## Housing

The Barkly region offers a range of housing options suited to individuals, couples and families. In Tennant Creek, the regional centre, housing includes standalone homes, duplexes, townhouses and government or community-managed accommodation. Staff housing is often available for professionals relocating to the region, and some surrounding communities have designated service housing. Housing availability varies across communities, with Tennant Creek offering the widest choice of rentals and privately owned properties.



## Educational Facilities

The Barkly region is home to a number of government-run schools. In Tennant Creek, education is provided through Tennant Creek Primary School and Tennant Creek High School. Several smaller government schools operate in surrounding communities including Elliott, Ali Curung, Ampilatwatja and Arlparra. Tennant Creek also has a Catholic primary school — St Mary's Catholic Primary School — which provides private education from Transition to Year 6. Vocational education is available through the Batchelor Institute of Indigenous Tertiary Education, which operates in the region. Tertiary students can access remote learning through Charles Darwin University, with a campus located in Alice Springs. Boarding options are often considered for senior secondary or specialist schooling.



## Healthcare

Tennant Creek is home to a public hospital providing emergency, general medical and outpatient services. The region is also serviced by several health clinics and Aboriginal medical services in surrounding communities. Tennant Creek has a general practice medical centre, pharmacy, dental services, aged care facilities and visiting specialists. The Northern Territory Government supports healthcare delivery through regional health services, with additional outreach provided by NGOs and remote area health teams.





# Living in the Region



## Shopping & Dining

Tennant Creek provides essential shopping facilities including a Foodbarn supermarket, pharmacy, hardware store, post office, newsagency and a range of specialty retailers. Dining options include cafes, takeaway food shops, bakeries, pubs and small restaurants offering various cuisines. While there are no large-scale shopping centres in the region, most day-to-day needs can be met locally. For broader retail options such as department stores or major chain supermarkets, residents typically travel to Alice Springs (about 5 hours by road) or Mount Isa (approximately 7 hours). Some national retailers offer online ordering with delivery to Tennant Creek, although delivery times may be longer than in metropolitan areas.



## Sports & Recreation

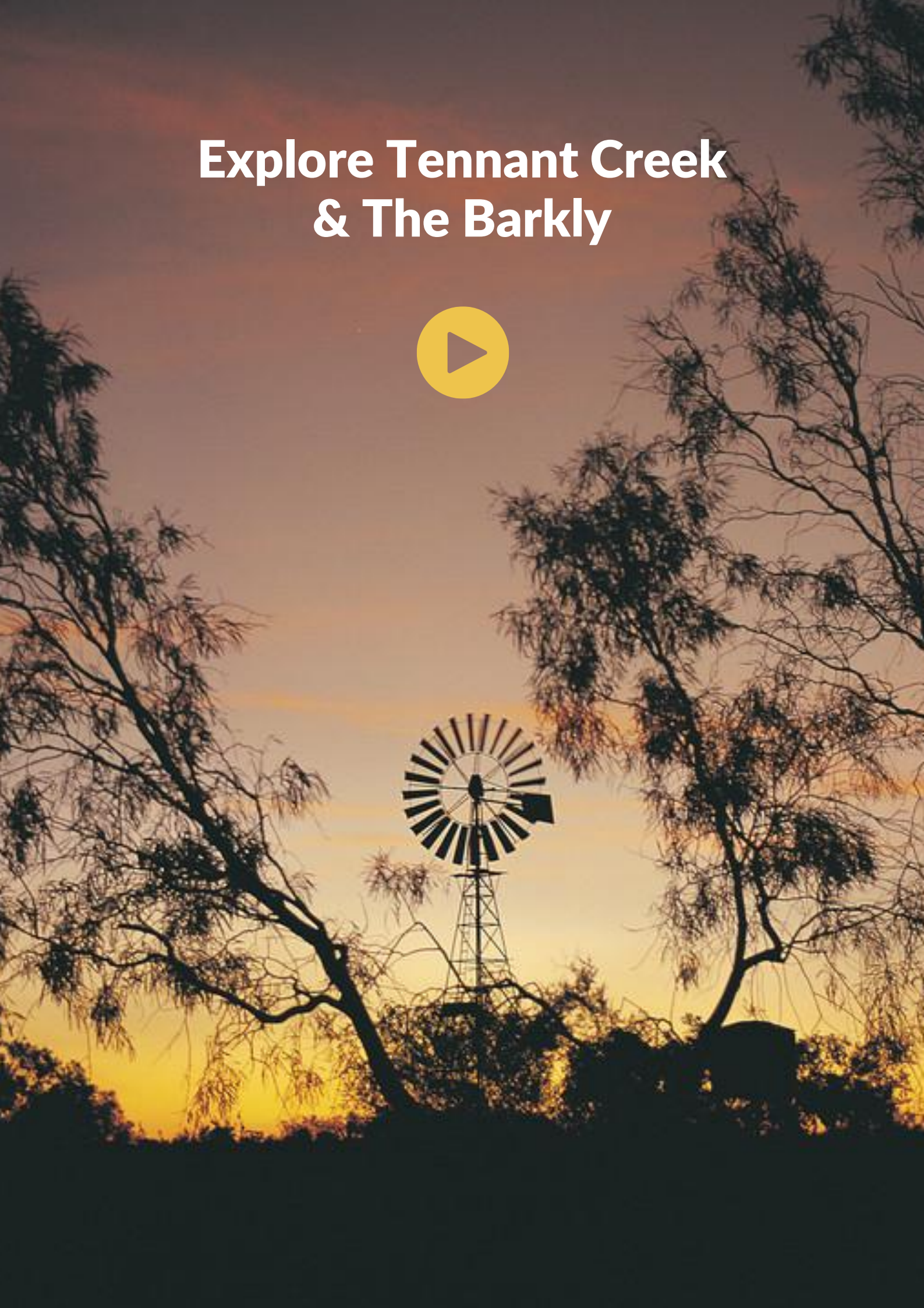
The Barkly region supports a range of sports and outdoor activities. Tennant Creek has facilities for basketball, netball, football, cricket, tennis and swimming, including a recently upgraded aquatic centre. Local sports clubs and competitions are active during the dry season. The region's landscape offers opportunities for bushwalking, camping and cultural tourism. Key attractions include Karlu Karlu (the Devils Marbles), Lake Mary Ann and the Barkly Highway Outback Caravan Park. Community events and festivals also play an important role in the local lifestyle.



## Getting Around

Tennant Creek is located on the Stuart Highway, approximately 1,000 km south of Darwin and 500 km north of Alice Springs. The town is serviced by Tennant Creek Airport, with regular regional flights. Road travel is the primary mode of transport across the region, and most communities are accessible via sealed or well-maintained unsealed roads. Public transport options are limited, and residents typically rely on private vehicles or community transport services for local and regional travel.

# Explore Tennant Creek & The Barkly





# Recruitment Process and Timeframes



## How To Apply?

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

- Your CV
- A covering letter outlining your interest in the role and alignment with the [Your Experience](#)



## Evaluation Process

- Initial interviews with Leading Roles
- Presentation and initial panel interviews with Elected Members
- Referee and credential checks for preferred candidates

For a confidential discussion, contact:

Mark Ogston

Chief Executive, Leading Roles

T: 0407 674 412

E: [mark.ogston@leadingroles.com.au](mailto:mark.ogston@leadingroles.com.au)

Or

Angie Simmonds

Principal Talent Consultant, Leading Roles

T: 0476 861 300

E: [angie.simmonds@leadingroles.com.au](mailto:angie.simmonds@leadingroles.com.au)



## Indicative Timeframes



### Applications Open

- Week Commencing 25 August 2025



### Applications Close

- 17h00 (AEST) Monday 15 September 2025



### Council Interviews

- Thursday 29 September 2025 (To be confirmed)

\*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.



# 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.

## CONTACT

- 0407 674 412
- mark.ogston@leadingroles.com.au
- leadingroles.com.au

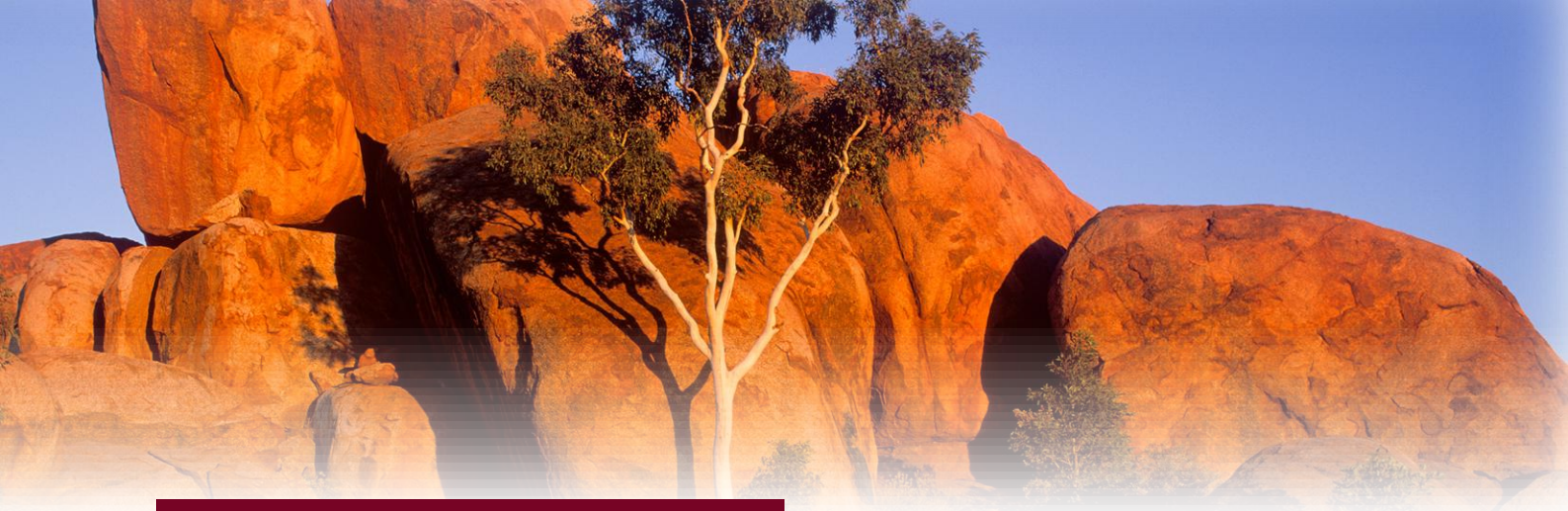
Client Rating



Candidate Rating







## ANGIE SIMMONDS

Principal Talent Consultant



Angie's experience is primarily as an internal recruiter, working in both the blue- and white-collar spaces. Initially studying law, Angie realised that while people engagement was important in her career path, she wanted to influence people's lives in a different way. In 2015, Angie found herself in a Recruitment role and that's when she found her passion.

She loves that recruitment can be challenging, but also that you get to engage with all different types of people and personalities and ultimately change lives. Angie enjoys relationship building, learning and delivering high quality outcomes for candidates and clients.

### CONTACT

📞 0476 861 300

✉️ [angie.simmonds@leadingroles.com.au](mailto:angie.simmonds@leadingroles.com.au)

🌐 [leadingroles.com.au](http://leadingroles.com.au)

Client Rating



Candidate Rating



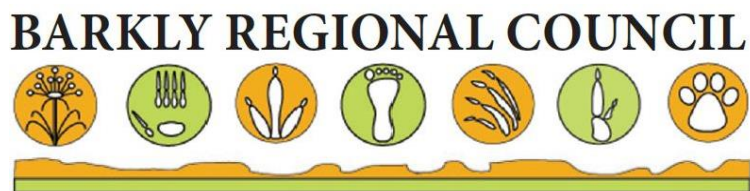




ATTACHMENT

# Position Description





## POSITION DESCRIPTION

Position Title:	<b>Chief Executive Officer (10000)</b>
Reports to:	Mayor
Supervises:	Director of Corporate Services Director of Community Development Director of Operations and Remote Communities Chief Finance Officer Director of Tennant Creek Governance Manager Executive Manager Project Manager WHS
Classification:	Contract of Employment Negotiated outside of EBA
Basis of Employment:	Performance based contract maximum up to 4 years, subject to review

## POSITION PURPOSE

The Chief Executive Officer (CEO) provides strategic leadership to the Barkly Regional Council (Council) and is responsible for directing, leading and managing the organisation to achieve the Council's vision and objectives, discharge its functions in accordance with legislation, and provide high-quality services for the community.

Under the Local Government Act 2019, the CEO is responsible for organising the presentation of reports and reporting to the Council, acts as the primary link between Councillors and the Council's staff, and is responsible for providing support and professional advice to Councillors, including the development of policy.

This position is responsible to the Barkly Regional Council and the Elected Members. It supervises all staff by delegation to relevant Directors.

Main areas of focus for the CEO involve:

- Reporting to the Council and ensuring good governance is maintained to high standards.
- Leadership and strategic planning.
- Financial, operational, and service planning and management.
- Developing the capabilities of the workforce.
- Relationship building with key stakeholders such as Commonwealth (Cth) and Territory Government, business, and community groups.
- Managing risk and ensuring that the Council's operations and the Council's decision-making processes comply with all relevant statutory requirements.

## KEY ACCOUNTABILITIES

Leadership and Planning	
Description	Performance Criteria
Provide strong leadership and direction to the Council and staff at all levels	<ul style="list-style-type: none"> <li>Plans developed on time and provides a strong foundation for the Council to move forward.</li> <li>Constructive interaction between the CEO, leadership team and Councillors enhances the planning process.</li> <li>Satisfactory progress on implementing key strategic initiatives.</li> <li>Improvements to the operational performance of the Council.</li> <li>The Council retains an excellent reputation for ethical operation.</li> </ul>
Lead and foster a high-performing culture for the Council by translating the strategy and vision of the Council and by creating an environment where innovation and new ideas that improve service delivery may be constructively explored, encouraged, and implemented.	
In conjunction with the Council and the leadership team, prepare/review the Council's Strategic and Annual Plans in accordance with legislative requirements; identify key success factors and new opportunities and strategies for managing growth and implementing objectives.	
In conjunction with the leadership team, develop the annual operating business and resourcing plans to achieve the Council's strategic goals and present them to the Council for approval.	
Execute key strategic initiatives in accordance with the Strategic Community Plan and work with the leadership team to ensure that annual operational plans are implemented and are effective.	
Build constructive relations with and between management across different directorates and functions to foster a cohesive leadership team.	
Set and uphold the ethical tone of the organisation.	
Keep abreast of political, economic, industry and social trends and developments that may impact on current operations of the Council.	

Financial, Operational, and Service Management	
Description	Performance Criteria
Engage with the Council on strategic budgeting and develop annual operational and capital budgets in consultation with leadership group for Council approval.	<ul style="list-style-type: none"> <li>Effective strategic budgeting with budgets approved in a timely manner.</li> <li>Council achieves revenue and expenditure targets.</li> </ul>
Prudently manage expenditures by the Council within budget constraints and funding guidelines and ensure all senior staff manage their own approved departmental budgets.	



Through effective engagement with the Council and in consultation with the Executive Leadership Team, ensure timely compliance with all statutory long-term Budgeting, Planning, and Asset Management requirements, producing long-term budgeting and planning documents that meet the Council's objectives.	<ul style="list-style-type: none"> <li>• Key initiatives implemented across all departments.</li> <li>• Operational effectiveness and efficiency are regularly reviewed and appropriate changes are implemented.</li> <li>• Satisfactory measures of customer satisfaction and positive feedback achieved.</li> <li>• All services meet environmental, safety, and community expectations.</li> <li>• Corrective action is taken to respond to issues or problems in a way that protects the ongoing interests of the Council and its reputation.</li> </ul>
Drive operational effectiveness and efficiency.	
Continue to develop and monitor a customer relationship focus across the organisation, ensuring that services are delivered in compliance with all statutory and contractual obligations and in accordance with community expectations.	
All funding applications are to be vetted in consultation with the Council to ensure projects are in line with Community and Strategic plans and assess their impact.	
Ensure that all service contracts with third-party suppliers are implemented with approved quality and safety systems and have high service performance and safety standards.	

Community Development and Stakeholder Relations	
Description	Performance Criteria
Foster strong working relationships with existing and potential governmental and community stakeholders as well as funding agencies to continue to promote the Council, attract grant funding, and improve services to the community.	<ul style="list-style-type: none"> <li>• Positive feedback from key government, business, and community groups.</li> <li>• New services and contact opportunities are identified and vigorously pursued.</li> <li>• Improved staff feedback concerning communications from management.</li> <li>• The Council's image in regional area, among other LGAs and the community generally is positive.</li> </ul>
Cultivate and maintain effective relationships with regulators and industry stakeholders generally.	
Develop effective communication and engagement processes to actively promote the policies and decisions of the Council to the Council staff, ratepayers, community groups, and other relevant bodies.	
Represent Council at meetings, conferences and workshops where required in consultation with the Mayor.	
Positively contribute to key regional planning fora, special interest groups, and professional/industry bodies such as the Local Government Association of the Northern Territory (LGANT), Local Government Insurance Scheme (LGIS), and Commonwealth or Territory Government bodies that impact on Local Government.	

Workforce Capability	
Description	Performance Criteria
Lead and motivate staff and manage human resources fairly and effectively, in accordance with statutory requirements. Contribute to staff recruitment, retention, and resource adjustment as and when required. Ensure that the Council is staffed to meet operational needs and service growth within budget constraints.	<ul style="list-style-type: none"> <li>• Training plans are implemented to improve the capability of the workforce in line with the Council's Workforce plan.</li> <li>• Increasing engagement and productivity of the workforce.</li> <li>• Improved and/or stable staff retention.</li> <li>• Improved safety performance and compliance with the Work Health and Safety (National Uniform Legislation) Act 2011.</li> <li>• New staff become productive quickly</li> </ul>
Manage the recruitment, onboarding, induction, and performance management of the leadership team, and oversight of performance reviews of employees more generally. New positions are developed in line with business needs and the purpose of the role is understood by all stakeholders, the organisation, and the incumbent.	
Ensure that all staff are well trained in the safe working requirements and procedures of the Council and any special safety requirements of operations or specific sites are well understood by staff that need to know.	
Oversight the investigations of any major safety or other contract compliance matter to ensure lessons are learned, procedures improved, and appropriate staff training needs are implemented.	
Establish and regularly review staff structures, communication channels and decision-making delegations to ensure productive, efficient, and accountable work practices and sound staff relations are formed.	

Risk and Compliance	
Description	Performance Criteria
In conjunction with the Executive Leadership Team, develop and implement a professional and thorough approach to identifying and managing operational, business, financial, and reputational risks.	<ul style="list-style-type: none"> <li>• Risks appropriately identified and well managed.</li> <li>• Compliance with statutory requirements.</li> <li>• Maintenance of required accreditations/licenses.</li> </ul>
Report to the Council on the management and mitigation of risks as required by the Risk Management Policy and sound business practice.	
Monitor the work of all managers and operations generally, to ensure that all the Council's activities comply with legislation, regulations, licenses/approvals, and sound business management practices.	
Active oversight Work Health and Safety (WH&S) audits and ensure that non-conformance is quickly addressed and closed out.	



Ensure the Council has disaster recovery plans and resources in place and is prepared for rapid mobilisation in times of flood, fire, or other major natural disaster events.	<ul style="list-style-type: none"> <li>Safety performance of the Council is exemplary</li> </ul>
Provide formal assurances to the Council regarding the Council's operations and activities as required by Legislation and regulators.	

Governance and Reporting to Council	
Description	Performance Criteria
Ensure that the Council has a well-developed and highly professional suite of Council policies, local laws, and governance protocols, and that they are regularly reviewed by the Council and kept fully up to date.	<ul style="list-style-type: none"> <li>Accuracy and timeliness of monthly and/or special reports to the Council and its Committees</li> <li>Satisfaction of the Mayor, Deputy Mayor, and other Councillors on formal and informal communications from the CEO.</li> <li>Good governance practices are always followed, including appropriate dealing with conflicts of interest.</li> <li>Effective working relationships are maintained between the CEO, Senior Staff, Mayor, Deputy Mayor, and Councillors.</li> </ul>
Monitor and report to Council on the Council's financial position and financial performance and provide information and advice to the Council through well-considered reports.	
Prepare business cases for Council/Committee approval for the purchasing of major equipment, the development of new or enhanced services or the need to partner with third parties to deliver on new services and innovations.	
Attend relevant Council/Committee meetings, provide advice to the Council on procedure, and report fully to the Council on progress against all strategic or major projects and initiatives.	
Ensure that accurate records are kept of all the Council's meetings, Committees, Panels, Fora, operations, and decision-making and ensure they are secure and retained in line with statutory provisions.	
Manage the relationship between the Council, individual Councillors, and the Administration to ensure the highest levels of governance and accountability and compliance with Council's Code of Conduct and statutory requirements.	
Work closely with the Mayor between formal meetings to keep the Mayor informed on all key operational matters, organisational performance, and progress on new initiatives.	

Information Regarding This Role
<p>The applicant's suitability for this role will be assessed against their capabilities outlined above and the selection criteria.</p> <p>Capacity to travel intrastate and interstate will be required in this position. Work will involve travel and overnight stays in remote communities. Travel to some communities is often by car over long distances where self-sufficiency in relation to food, water, remote communication equipment such as satellite phones, personal</p>

locators is a requirement.

In some communities the availability of accommodation is limited and communal eating, sleeping, and living arrangements may be required. There also may be limited access to modern conveniences such as television, radio, internet access, regular newspapers and shops.

### Organisational Core Values

Aboriginal and Non-Aboriginal people working together to achieve greater understanding of each other and reconciliation, while celebrating our diversity and developing a culture that's supports:

Respect, leadership, accountability and responsibility, openness and transparency, integrity, honesty and ethical decision making, recognising our youth as the future, putting people first, equity and equality, recognition and mutual respect for the rule of law and Aboriginal Cultural Law, and Natural and social justice.

### Extent of Authority

#### Description

Delegations	Delegations under the Local Government Act 2019 and as directed and published in the Council's Delegations Register.
Delegations	All authority vested in a Chief Executive Officer under the Local Government Act and associated Regulations and By Laws, together with other relevant Acts.
Delegations	Authority to sign all legal documents and cheques as delegated and properly directed by Council.

## KEY SKILLS, EXPERIENCE AND QUALIFICATIONS SELECTION CRITERIA

1. Tertiary qualifications in management, business, local government, engineering, planning or other disciplines, not necessarily within the local government industry but relevant to the Council's operations, and advanced qualifications in a leadership, business, or management field would be highly desirable.
2. Extensive and proven senior management/leadership exposure and experience over a substantial period in medium and complex organisations providing services to a Council or Board and Community, including expert knowledge of financial, staff management, project management, customer service, continuous improvement, and governance disciplines, not necessarily within the local government industry.
3. Demonstrated experience in the strategic management of complex organisational change.
4. Extensive experience in dealing with stakeholders at senior levels in government, industry, corporate, and community levels, and the capacity to work productively with Councillors, Communities, and local stakeholders.
5. Deep knowledge of corporate governance and the ability to provide high-level advice to the Council and Committees on financial, customer service, governance, risk, people management, services, disaster



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management, and organisational transformation and continuity of high-level service delivery.

6. Demonstrated high-level leadership, organisational and people management skills and the ability to prioritise key objectives and manage change involving regulatory and compliance requirements in an effective and efficient manner.
7. High-level presentation, communication, and representation skills and the ability to act as the public 'spokesperson' for the Council as required.
8. Demonstrated knowledge and understanding of contemporary issues and trends within the three spheres of government, especially local government.
9. Demonstrated knowledge and understanding of contemporary trends in strategic management systems and processes.
10. Experience, empathy and understanding of Indigenous culture and the delivery of programs and services in a culturally appropriate manner and the ability to communicate effectively and sensitively with Indigenous people.
11. High emotional intelligence and maturity in dealing with people, at all levels of an organization, and across different cultures, especially Indigenous communities.
12. Strong negotiation and communication skills at Senior Executive Board level.
13. A solid commercial and financial acumen and an understanding of strategic and financial risk.
14. Proven background in conflict resolution and people management.
15. Highly developed decision-making skills and analytical approach to problem solving.

<p style="text-align: center;"><b>ROLE REQUIREMENTS ESSENTIAL CONDITIONS</b></p>
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1. Federal Police Clearance must be obtained, and declaration made of any future changes or convictions that could potentially affect the role at Barkly Regional Council.
2. Current open driver licence.
3. Will be required to travel intra or interstate with overnight stays (including weekends) on short notice.

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<b>APPROVAL OF POSITION DESCRIPTION</b>	
<b>APPROVED BY THE COUNCIL - SIGNED BY COUNCIL OFFICIAL – PETER HOLT</b>	
NAME:	
SIGNATURE:	DATE:
<b>APPROVED BY INCUMBENT</b>	
NAME:	
SIGNATURE:	DATE:





ATTACHMENT

# Organisational Structure



## OUR ORGANISATIONAL STRUCTURE







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