

Chief Executive Officer - Australian Scholarships Limited (ASL)

Role Purpose

The Chief Executive Officer (CEO) of Australian Scholarships Limited (ASL) is a strategic executive leadership role driving ASL in its role of supporting leaders of Australian charities and their organisations build capabilities to ensure they are delivering for their communities and maximising social impact.

The CEO progresses and supports strategic initiatives and collaboration, as outlined in the forward strategy, to engage not-for-profit (NFP) leaders, philanthropists, government, and education providers to deliver high-quality professional development, scholarships, and executive education programs that enhance leadership capability and the effectiveness of the NFP sector. With a vision to contribute to the development of the most impactful charitable sector in the world, over the past 4 years ASL has grown and consolidated, confirming its sustainability into the future, growing its footprint across the charitable sector, and maintaining strong connections with its philanthropic and education partners. ASL is now well placed to pursue its mission and grow further, playing a bigger role in influencing and advocating for an increased focus on the importance of L&D in the charitable sector. The CEO works with, and is responsible to, the board and represents ASL externally.

The CEO is an experienced general manager and an inspiring leader, with a business mindset and the ability to see the “big picture” in a variety of settings. They will lead strategic and operational management influencing the direction and outcomes of the organisation and create a vision for success. The CEO has ultimate responsibility for the performance of the organisation and will take action to enhance ASL’s financial sustainability while keeping the organisation’s purpose in perspective.

CEO responsibilities include:

Strategy and Growth

- Develop and progress the ASL strategy, working with the Board and the Board Chair in particular.
- Drive growth to increase our capacity for impact and to continue to build on our current earned income as a percentage of overall income, to strengthen our position as a purpose-centric sustainable organisation.
- Enhance the profile of ASL and its work across the charities sector, the philanthropic sector and the government sector.

Stakeholder Engagement

- Build and maintain relationships with key partners and stakeholders and act as a point of contact for important stakeholders across all sectors, and the organisation.

- Take a policy leadership role in influencing and advocating for greater investment in NFP sector capability development, the type of investment necessary and the prioritisation of that investment to best effect in support of a strong NFP sector.

Leadership and Governance

- Lead and motivate the team to maintain and build employee commitment and engagement.
- Build and maintain a high-performance team and culture with high levels of collaboration and shared learning.
- Ensure good governance and adherence to regulatory guidelines and corporate policies to maintain compliance and sound business ethics.
- Ensure all employee life cycle processes, systems and records are compliant with industrial and legislative requirements.
- Ensure effective conflict and grievance procedures are in place and incidents managed in accordance with best practice and meet required corporate policy, industrial and legislative standards.

Finance and Operations

- Ensure the quality and timing requirements associated with financial and non-financial performance reporting is achieved.
- Review financial and non-financial reports to devise solutions or improvements, including making recommendations to the board with respect to strategy, business planning, financial management and any other sustainability or compliance issues.
- Achievement of the operating budget, cash flow budget and capital budget while always maintaining a value-for-money perspective.
- Ensure the successful implementation of new IT systems including decommissioning of redundant systems.
- Oversee all operations and business activities to ensure they produce the desired results and are consistent with the overall strategy and purpose.
- Analyse problematic situations and occurrences and provide solutions to ensure company survival and growth.

Requirements for the role

Key Skills and Attributes

- Experience in developing profitable strategies, implementing a vision and leading change.
- A self-starter, skilled at establishing and executing a plan to deliver results.
- Demonstrated ability to liaise and effectively collaborate with Board members and high-profile external stakeholders.
- Skilled at relationship development and management, and able to build engagement across a diverse set of stakeholder groups.
- Strong executive presence, credibility and judgement.
- Strong leadership skills, with proven ability to develop and maintain a collaborative team culture.

- Exceptional communication skills, including public speaking, and developing and delivering an effective business development pitch.
- Excellent problem solving, negotiation and conflict resolution.

Experience

- Several years' experience in leading in a multi-disciplinary role at a senior executive level.
- Experience in the not-for-profit sector and/or working with donor and philanthropic organisations is highly desirable.
- Experience working with Boards, demonstrating a sound understanding of corporate governance.
- Demonstrated ability to build and leverage extensive external networks of key senior stakeholders – ideally including philanthropists and/or CEOs.

Qualifications

- Relevant tertiary qualifications in Business and/or Education.
- Post graduate qualifications including a Master of Business Administration highly desirable.

Additional Information

Reports to	ASL Board	Team	3 direct reports, 7 staff,
Location	Sydney	Equipment	Laptop provided
Revenue	\$XX	Travel	Adhoc
Operating Budget	\$XX		