

## The Lowitja Institute

### Role Description

<b>Role Title:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>Appointment Period:</b>	Fixed term for the period to 30 June 2014
<b>Employment Status:</b>	Full time position
<b>Location:</b>	Melbourne
<b>Salary:</b>	To be negotiated
<b>Total Remuneration Package:</b>	To be negotiated
<b>Closing Date:</b>	18 November, 2011
<b>Contact:</b>	Colin Young, CarlyleYoung Group Tel: 03 9600 0866 Fax: 03 9600 0414
<b>Email Applications:</b>	cyg1@carlyleyoung.com.au
<b>Address:</b>	Level 5, 461 Bourke Street, Melbourne Vic 3000

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### The Role

The successful applicant will be required to:

1. Provide leadership and strategic direction to The Lowitja Institute.
2. Provide high-level advice, analysis and service support to the Board in its governance role in the Company.
3. Assist in developing and positioning the Institute as it moves in 2014 to a new funding model.
4. Collaboratively lead the executive team, comprising the Director of Research, Chief Operating Office and the Chief Executive, and provide a strong focus on service excellence.
5. Lead and manage Institute staff.
6. Represent The Lowitja Institute in its external relations.

## **Requirements for the Position**

Our ideal applicant will be someone who will have:

1. A proven track record of achievement and leadership as a senior executive or CEO in a complex organisation.
2. Ability to work effectively with the Board in the Company structure.
3. Outstanding interpersonal, communication and presentation skills with the presence and influence to build top-level relationships with a diverse range of stakeholders.
4. Demonstrated experience in building and leading an effective senior leadership team.
5. Proven success in leading strategic change in a diverse organisation.
6. Proven ability in the provision of clear, concise advice on complex and sensitive issues.
7. Ability to understand research work and research programs.
8. Tertiary qualifications.

## **To Apply**

Please provide the following information:

1. Your current resume
2. An overview addressing your ability to meet the requirements for the position.

## **Additional Information**

Visit The Lowitja Institute website at [www.lowitja.org.au](http://www.lowitja.org.au)