

Chief Executive Officer

Location: South Australia

Reporting to: Board of Directors

Status: Full-time

Salaried Position

About the Organisation

We are an independent not-for-profit advocacy and in-house legal service committed to **promoting and protecting the rights of older people**. We deliver individual advocacy, internal legal assistance, systemic advocacy, and community education, working independently of providers to improve outcomes for older South Australians.

The Role

The Chief Executive Officer (CEO) provides **strategic, ethical, operational and cultural leadership** to ensure the organisation delivers high-quality, rights-based services and achieves sustainable impact.

The CEO works in close partnership with the Board, leads a multidisciplinary workforce, represents the organisation publicly, and ensures the organisation remains independent, compliant, and responsive in a complex and changing aged care and legal environment.

Key Responsibilities

Governance and Board Relationship

- Report to and work collaboratively with the Board of Directors to deliver the organisation's purpose and strategy.
 - Act as the organisation's **Public Officer***, ensuring compliance with legislation including but not limited to WH & S/ Workplace safety, regulatory, and contractual obligations.
 - Translate Board policy and strategic direction into effective operational plans, systems, and controls.
 - Provide clear, timely, and high-quality reporting to the Board to support effective governance and decision making.
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* Refer clause 8.3 of the ARAS Rules

Strategy, Leadership and Organisational Performance

- Lead the development and delivery of the organisation's strategic and business plans in alignment with its mission and values.
 - Drive organisational change and continuous improvement to strengthen service quality, sustainability, and impact.
 - Establish clear outcomes and performance measures to demonstrate impact for older people and communities.
 - Foster a culture of accountability, learning, and innovation.
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Advocacy, Legal and Rights Leadership

- Provide leadership in **rights-based advocacy**, ensuring the independence and integrity of individual advocacy is safeguarded.
 - Lead the organisation's **systemic advocacy agenda**, informed by evidence of service trends, research and professional practice, consultation with external stakeholders including peak bodies and relevant service groups, strategic analysis of the political and policy environments, and human rights.
 - Oversee the quality and governance of advocacy and legal services, including matters relating to aged care rights, elder abuse, capacity, supported decision making, and guardianship.
 - Represent the organisation with government, regulators, media, and sector partners.
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Quality, Safety and Safeguarding

- Ensure robust systems for quality assurance, complaints handling, and safeguarding.
 - Promote trauma-informed, person centred practice that places older people's rights, safety, and dignity at the centre of service delivery.
 - Identify and manage organisational risks in line with Board expectations.
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People, Culture and Inclusion

- Lead, mentor and develop the Executive and Leadership teams to drive organisational performance, shape culture, and strategic direction.
 - Lead and support a skilled, engaged, and values driven workforce.
 - Ensure effective workforce planning, performance management, supervision, and succession planning.
 - Foster a positive, inclusive and values-aligned organisational culture.
 - ARAS supports flexible work arrangements.
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Financial Sustainability and Resources

- Sound financial literacy to oversee financial management, including budgeting, forecasting, and financial risk.
 - Drive long-term financial sustainability through diversified income streams in line with the Board's strategic direction.
 - Manage funding relationships and ensure accurate and timely reporting and acquittals.
 - Identify opportunities to strengthen financial sustainability consistent with the organisation's mission and independence.
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Digital, Data and Privacy

- Ensure the organisation uses secure, fit-for-purpose digital and information systems.
 - Maintain high standards of data quality, privacy, and information security.
 - Use data and insights to support decision making, accountability, and service improvement.
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About You

You are a values driven and strategic leader with a strong commitment to human rights and social justice. You bring credibility, resilience, and sound judgement to complex environments and are comfortable balancing governance, operational leadership, and public advocacy.

Essential Experience and Capabilities

- Senior leadership experience in a **not-for-profit, advocacy, legal, or human services organisation**.
- Demonstrated ability to work effectively with a governing Board.
- Strong understanding of governance, compliance, and risk management.
- Proven experience leading organisational change and managing complexity.
- Highly developed communication, influencing, and stakeholder engagement skills.
- Sound financial acumen, including experience managing public or grant funding.

Desirable

- Experience in aged care, elder law, disability, or related regulatory environments.
 - Experience in systemic advocacy, policy engagement, or media.
 - Demonstrable ability to participate in a complex working environment supporting procedures, policies, and regulations which impact the Organisation in relation to privacy, workplace health & safety, equal opportunity, anti-discrimination, and ARAS's code-of-conduct.
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Qualifications

- Tertiary qualifications at bachelor's degree level or above in management, law, social sciences, or a related discipline, together with demonstrable senior leadership experience.

Other requirements

- Current Directors ID or ability to obtain a Directors ID.
- Satisfactory National Police Clearance or equivalent, less than 12 months old
- Current driver's license with the capacity to travel for work purposes.
- The role requires extensive intra and interstate travel, some of which results in being away from home overnight.
- Whilst working for ARAS you are not permitted to work or hold a directorship, paid or unpaid, with any approved aged care provider or retirement village operator.

Why Join Us?

This is a rare opportunity to lead a respected organisation with a strong mission, skilled team, and meaningful impact for older people. You will play a key role in shaping the future of rights based advocacy and legal support in South Australia, working closely with Older Persons Advocacy Network (OPAN) and others.
