**Chief Executive Officer**

**(Mutitjulu Community Aboriginal Corporation)**

Location:  **Mutitjulu, Northern Territory**

* **Take the challenge of living and working in the Aboriginal community of Mutitjulu at the base of Uluru.**
* **Be inspired by the determination of the Anangu Directors of a corporation seeking to take control of their future by rebuilding and re-energising their representative corporation.**
* **Experience interaction at the front line of development in Aboriginal affairs and take part in a process designed to create a modern Australian community which is uniquely Anangu but whose residents enjoy the same social and economic opportunities as the rest of Australia.**
* **$110k remuneration package (negotiable), PLUS six weeks annual leave, relocation allowance, partly furnished accommodation and a vehicle.**

**About the Organisation**

*Mutitjulu Community Aboriginal Corporation* (*MCAC*) is the representative body for the Anangu residents of Mutitjulu. It is recognised in the lease which establishes the Uluru Kata-Tjuta National Park and has a special place in the history of land rights in Australia.

Mutitjulu has a population of up to 400 and has unique opportunities and challenges due to its place situated with a National Park.

MCAC has had a difficult decade. It was at the front line in the establishment of the Northern Territory Emergency Intervention as Mutitjulu was unfairly featured on ABCTV’s *Lateline* programme as an example of the difficulties in Aboriginal communities. MCAC was later placed in administration and lost many of its functions. The residents won back control of the corporation and have spent the last 5 years seeking to rebuild governance and capacity.

Today MCAC is the lead representative entity in a Taskforce process with the Department of Prime Minister & Cabinet, the Northern Territory Government, the Central Land Council and Parks Australia. The main purpose of the Taskforce is to establish secure tenure for Mutitjulu (there is no tenure at present) and to coordinate government service delivery. Participation in this Taskforce and follow up work is a main focus of activity at present.

MCAC has a municipal services contract with the Northern Territory government, a housing maintenance and repairs contract.

In addition, through a subsidiary corporation, MCAC runs a community store; a café and art centre and has a workshop/garage (operations currently suspended).

There are in excess of 20 service providers operating in relation to Mutitjulu and MCAC interacts with these service providers and, ultimately, seeks to return all appropriate service delivery functions to the community through MCAC.

The objective of the Board is to establish and co-ordinate functional and effective social and community services, develop its economic programmes so as to create jobs and income and care for and support the severely disadvantaged residents in the community.

**About the Opportunity**

*MCAC has* a unique full time opportunity for a strategic and 'big picture' focused **Chief Executive Officer**to guide its operations.

This role offers the opportunity for an effective team player with strong corporate and business acumen to work with the local Board of Directors and their established advisers to steer and strengthen the overall strategic and operational direction of this multi-faceted evolving indigenous organisation.

The CEO will be overseeing and guiding the management of the organisation's primary divisions:

* **MCAC’s** co-ordination role with government service providers and its desire to repatriate, where appropriate, responsibility for service delivery from service providers to MCAC
* **MCAC’s** role in a high-level Taskforce process
* **MCAC’s** municipal services and housing maintenance contracts
* **MCAC’s** wholly owned tour company Uluru Tours Pty Ltd.
* **MCAC** subsidiary **Gumlake Pty Ltd’s** businesses:
	+ **Ininti Store**
	+ **Parks Cultural & Art Centre**, which includes a café and small conference centre, gift shop and art centre.
	+ **Garage and Workshop** (operations currently suspended).

**This position is being offered on an initial 1 year contract, subject to the successful completion of a three month probationary period.**

**About the Job**

More specifically your day-to-day responsibilities will include:

* Co-ordination of government service provision and dealing with the range of stakeholders in Mutitjulu;
* Co-ordination of MCAC’s participation in the Taskforce process;
* Undertaking strategic planning and policy development in consultation with the Board of Directors ;
* Providing quality reports, advice and assistance to the organisation's Board of Directors;
* Providing leadership, motivation and direction to all staff;
* Contract management, negotiation and renegotiation of contracts and programs;
* Oversight, control and direction of Gumlake Pty Ltd and its activities;
* Oversight, control and direction of Uluru Tours Pty Ltd and its activities;
* Business planning and streamlining of economic activities so as to maximise potential of those activities;
* Maintaining good relationships with funding bodies, the Central Land Council, the Commonwealth and NT Government departments, Local Authorities, Aboriginal Communities and other key stakeholders;
* Identifying funding sources and writing grant applications for funds to underwrite activities and development; and
* Developing staffing structure, undertaking recruitment and setting remuneration of key staff.

*MCAC* is looking for a candidate with a senior management background with a broad skill set which is required in leading this multi-faceted organisation. You will have either a tertiary qualification in Business & Administration OR a demonstrated record of achievement at an executive level in a similar organisation. While experience in an Aboriginal Corporation would be beneficial, it is not compulsory.

It's vital you bring extensive knowledge and genuine appreciation of Aboriginal culture to the role, as well as a solid understanding of the political, social and economic factors that affect Aboriginal communities. You'll display the ability to communicate effectively with all levels of Aboriginal people and communities, including skills in engaging, two-way mentoring, negotiating and forming strategic alliances with Aboriginal bodies.

High level administration, systems, and information technology skills are required, as well as practical skills in setting up and maintain systems and processes. The ability to develop, coordinate and implement training and planning programs is also required. You'll also need to have experience in HR management, including supervising, training and supporting staff in all aspects of business and administration.

*MCAC* need a patient, reliable, flexible and self-motivated person with outstanding communication skills, allowing them to liaise at all levels amongst a wide range of NGO, government and corporate stakeholders.

Importantly, you will be comfortable living in remote areas, open to undertaking extended hours of work on an as-needed basis, and willing to travel intrastate and interstate for short periods when required. You may need to fly in light planes, and/or drive 4WD vehicles (training provided) and should be comfortable with this. A current driver's licence is required, and all applicants must be willing to undertake a national police clearance and medical assessment prior to commencing employment.

**About the Benefits**

This is an outstanding opportunity for a community services leader seeking a new challenge in a remote location. You will enjoy remuneration circa $110,000 PLUS super and a range of further benefits, including:

* Six weeks annual leave;
* Subsidised housing;
* Relocation allowance (negotiated);
* Remote location tax benefits;
* Vehicle for limited personal use within a 600 kilometre radius of Uluru.

Please note **no alcohol is permitted** at Mutitjulu.

**Top of Form**

**Applications:**

**Apply now for this role by completing the first round interview questions below, succinctly, in your own words, and submitting your answers along with your resume and copies of your highest educational qualifications.**

**Your application will then be reviewed by our recruitment panel for short listing.**

**You will be contacted for further information, if necessary, and an interview if required, and/or advised when the position has been filled.**

**Questions:**

1. Do you have a current manual driver’s license?
2. Please outline any relevant qualifications, including institutions, course names and dates.
3. Please provide details of your relevant employment history, including organization names, dates and roles. Please focus on any senior management experience within multi-faceted indigenous organizations, or the NFP and/or Community Development sector.
4. Please outline your ability to understand financial reports, including budget and cash flow reports. Include in this any business management experience.
5. Please outline your experience with Boards and explain what you think are the most important issues that you will encounter in dealing with an Aboriginal Board and how you would manage them.

1. Please provide a brief description of what governance means to you and the details of the most difficult governance issue that you have ever had to deal with.
2. Please provide us with an example of your ability to engage, negotiate and form strategic alliances with Aboriginal bodies, government and non-government agencies and other key stakeholders.
3. Please provide us with an example of your ability to balance the need for strategic innovation & structural review with operational and organizational stability.
4. Please outline your knowledge and involvement with indigenous community business development.
5. How would you describe your management style when working alongside the indigenous Board members and staff?
6. Please provide details of a time when you have been instrumental in improving team moral and cultivating collaborative working relationships?
7. What is your current employment situation? When would you be available to commence employment with MCAC?