



POSITION DESCRIPTION

Position	Executive Manager Innovation & Projects	Position Number	
Reports to	Director, Client Practice and Evidence Development	Direct Reports	6
Status	Ongoing	Time Fraction	Full Time
Award	N/A	Location	Preston and regional offices

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

The Executive Manager Innovation (EM) leads the Research and Evidence Development team, business development; and Client Services project and initiative teams. The team ensures VACCA designs, implements, evaluates and learns as we deliver quality programs and services with an awareness of culture, trauma and self-determination to achieve outcomes for the Aboriginal communities we serve. The EM leads the team to build an Aboriginal evidence base of our programs and practice through implementing VACCA's Cultural Therapeutic Ways, Outcomes framework; and monitoring and evaluation framework across VACCAs client services programs.

KEY RELATIONSHIPS

Internal: VACCA leadership and management across client and non client services programs
External: DFFH and other funders, external researchers, evaluators and universities, other ACCOs

KEY SELECTION CRITERIA

ESSENTIAL

The successful candidate will be able to demonstrate ~

- An understanding of, and commitment to, the values that underpin VACCA' vision and purpose and the capacity to take a leadership role in championing these internally and externally.
- Awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of the key issues which impact upon Aboriginal communities.
- An understanding of research and evaluation cycle activities and methodologies to build an Aboriginal evidence base.
- Senior Leadership, mentoring and management experience of a multidisciplinary team in a community service or Aboriginal organisation



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- Effective organisational abilities and change management processes across complex projects encompassing design, implementation, evaluation and learning
- Knowledge of VACCA programs and practice, including case management systems and reporting, with a focus on program objectives and excellence in service delivery
- Ability to work strategically and collegially with other senior leaders as well as staff and stakeholders
- Excellent interpersonal, written and verbal communication skills including the capacity to negotiate and work effectively with a range of individuals and agencies in a respectful and culturally appropriate manner.
- Commitment to a learning and continuous improvement culture.

REQUIREMENTS

- Minimum degree qualified in Social Work, Research and Evaluation or other relevant field
- Practical experience embedding innovations in a Social or Community Sector organisation will be highly regarded
- You must have and continue to hold a full Victorian Driver's Licence, a current employment Working With Children Check card and a clear National Police Check

POSITION ACCOUNTABILITIES

KEY RESPONSIBILITIES

- Provide strategic leadership and oversight to the research and evidence development team; business development and client services projects and initiatives teams.
- Lead and support the team and managers to ensure staff development, wellbeing and quality of services provided.
- Lead and drive the management, strategic planning and workplans for the team with a focus on Child and Family Services, Care Services, Education and Family Violence to support regional program staff and organisation as we build an Aboriginal evidence base and improve our services and achieve outcomes for the Aboriginal Community.
- Oversee business development opportunities to meet the needs of Community, the growth and strategic directions of VACCA.
- Leadership of service and practice improvement through projects, research and evaluations.
- Oversee the implementation of new initiatives, programs and reforms across VACCA ensuring we are utilising the latest research and best practice approaches and modifying these for use in the Aboriginal context
- Oversee the implementation of Cultural Therapeutic Ways (CTW) across VACCA, including VACCA's Monitoring and Evaluation Framework and CTW Community Outcomes.
- Establish and maintain partnerships and working relationships across VACCA based on respect that privileges the voice of Aboriginal staff, Aboriginal ways of working and practice wisdom.
- Build an Aboriginal evidence base of VACCA programs and practice to improve practice and strive for excellence through implementation of VACCA's monitoring and evaluation framework.
- Lead/participate in a range of meetings internal and external committees as appropriate and contribute to the development of discussion papers, consultations and policy responses.
- Undertake additional management and leadership responsibilities

HEALTH, SAFETY & WELLBEING

- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.



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QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day to day work to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.
- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.

ADDITIONAL INFORMATION

We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.

VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.

VACCA is an equal opportunity employer and has a smoke-free workplace policy.

This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) Intermediate (Tier 2) level which requires mandated MARAM Family Violence Brief and Intermediate Risk Assessment training and responsibilities.