

JOB DESCRIPTION

Group General Manager

ABOUT UNITING

Our purpose: To inspire people, enliven communities and confront injustice.

Our values: As an organisation we are **Imaginative, Respectful, Compassionate and Bold.**

At Uniting, we believe in taking real steps to make the world a better place. We work to inspire people, enliven communities and confront injustice. Our focus is always on the people we serve, no matter where they are at in their life.

Our services are in the areas of aged care, disability, child and family, community services, and chaplaincy and we get involved in social justice and advocacy issues that impact the people we serve. As an organisation we celebrate diversity and welcome all people regardless of disability, lifestyle choices, ethnicity, faith, sexual orientation or gender identity.

Uniting is a safeguarding organisation, promoting the safety, wellbeing, and inclusion of all people we serve, including children, young people, seniors and people with disability. We are a Child Safe Organisation, promoting the safety, wellbeing, and inclusion of children. We commit to respecting children and take action to keep them safe.

Uniting is the services and advocacy arm of the Uniting Church NSW & ACT and as such Uniting leaders understand, support and can express the mission and purpose of the Uniting Church.

ABOUT THE ROLE

Role Purpose

This role is responsible for the strategic leadership and oversight of the Disability, Local Area Coordination and Mental Health and Wellbeing portfolios. This role will ensure the integrated delivery of services that meet the diverse needs of our communities. The leader will drive the implementation of strategic priorities, oversee resources and budgets, and ensure alignment with Uniting's values and strategic goals.

ROLE KEY ACCOUNTABILITIES

You will be an integral member of the Senior Leadership team in the Communities Directorate team through the following:

- Maintain a high standard of conduct and work performance based on Uniting's values to promote our reputation with key internal and external stakeholders
- Ensure integration and collaboration across Uniting programs to deliver seamless and impactful end to end services with the customer at the centre
- Actively engage and participate in the performance management framework and review processes at Uniting

- Act in a manner which upholds and positively reflects the Uniting Code of Conduct and Ethical Behaviour
- Contribute to a culture of openness, feedback and productivity.
- Model, communicate and act in ways that are consistent with our values of Bold, Respectful, Imaginative and Compassionate.
- Take care of the safety of yourself and others at all times and undertake work in a safe manner in accordance with policies, procedures and instructions (written or verbal) and in adherence to WHS policies and procedures.
- Actively contributes to a safe and supportive working environment that is inclusive of all staff through celebrating their nationality, cultural background, LGBTI status, abilities, gender and age.

As the Group General Manager, your role specifically will provide:

Portfolio Oversight: Oversee the effective strategic development and operations of the following portfolios:

- Disability,
- Local Area Coordination
- Mental Health and Wellbeing

Portfolio growth: Identify and source new funding opportunities or acquisitions to improve the scope and breadth of services to meet community needs.

Strategic Leadership: Contribute to the development of Uniting and Communities directorate strategies and lead the business plans for Disability and SHS, Local Area Coordination, and Mental Health and Wellbeing.

Operational Oversight: Ensure seamless integration of services, manage budgets, and deliver on key performance indicators.

Stakeholder Engagement: Build and maintain relationships with internal and external stakeholders, including government agencies, community organizations, and funding bodies.

Team Leadership: Provide leadership to the teams across the three portfolios, fostering Uniting's target workplace culture, and ensuring professional development and performance management.

Compliance and Risk Management: Ensure adherence to all relevant legislative, policy, and contract requirements. Actively manage risks and ensure a safe working environment.

Quality and Innovation: Promote continuous improvement and innovation in service delivery, ensuring high standards of practice and alignment with Uniting's mission and values.

ABOUT YOU IN THE ROLE

As a staff member of Uniting you will celebrate diversity and welcome all people regardless of lifestyle choices, ethnicity, faith, sexual orientation or gender identity.

Your directorate: Communities
You'll report to: Director, Communities

YOUR KEY CAPABILITIES

Capability area	Description	Key behaviours
Lead the movement	Inspires others through our shared purpose and by living our values.	<ol style="list-style-type: none"> 1. Lives our values 2. Creates meaning and purpose 3. Inspires others
Encourage the heart	Creates a workplace where all people can flourish.	<ol style="list-style-type: none"> 4. Champions wellbeing 5. Builds trust 6. Empowers others
Foster a growth mindset	Creates a culture of curiosity and learning, where it is safe to try new things.	<ol style="list-style-type: none"> 7. Grows through setbacks 8. Builds a feedback friendly culture 9. Values diverse perspectives
Eyes up	Supports an innovative organisation that partners with others.	<ol style="list-style-type: none"> 1. Sees the broader system 2. Nurtures innovation 3. Works inclusively
Responsible stewardship	Make decisions to prioritise and invest resources to achieve our Uniting strategy and manage risk.	<ol style="list-style-type: none"> 1. Manage resources effectively 2. Manage risk 3. Financial planning and performance
Operational planning and delivery	Aligns team efforts to ensure quality outcomes.	<ol style="list-style-type: none"> 1. Plan and prioritise work 2. Manage change 3. Deliver outcomes
People management	Engages and grows our people to deliver on our strategy.	<ol style="list-style-type: none"> 1. Manage performance 2. Enables development 3. Build team connectedness
Practice leadership	Strengthens the quality and sustainability of the services we provide.	<ol style="list-style-type: none"> 1. Practice continuous improvement 2. Manage compliance 3. Create value for customers and clients

YOUR QUALIFICATIONS & EXPERIENCE

Qualifications:

Minimum tertiary qualifications in Social Work, Psychology, Social Science or equivalent.

Skills and Experience:

Typically this role will require a minimum of 10 or more years' experience in your field of expertise. You will have excellent written and verbal communication skills, be organised, systematic, thorough, accurate and disciplined. You will be continuing to develop in your area of expertise and be expected to provide innovative ideas to solve problems in your discipline. It is expected that you will possess good skills at navigating a complex organisation, forging relationships, and managing through influence rather than direct authority as required.

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YOUR QUALIFICATIONS & EXPERIENCE

Qualifications:

- Post Graduate and/or Bachelor qualification in a relevant business field or equivalent experience

Your experience ticks the following boxes:

- At least 10 years' experience in a large complex organisation in a senior executive role.
- Demonstrated capacity to lead a function and multiple teams and to build the leadership capability of others in your peer group.
- Passion for social change and creating an organisation of influence for the most disadvantaged.
- Skilled at navigating a complex organisation, forging relationships, and managing through influence rather than direct authority.
- Demonstrated ability to operate and meet requirements of legislated regulatory frameworks, in particular within the area of Child Protection.
- Significant experience in delivering on business growth and business acquisitions.
- Skilled at navigating a complex organisation, forging relationships, and managing through influence rather than direct authority.
- Demonstrated ability to develop and build collaborative partnerships with other organisations including State/ Territory and Federal governments and its agencies and, other NGOs.
- Demonstrated capacity to identify new sources of funding or acquisitions to increase program impact and effectiveness, including innovative financial instruments and efficient management of existing resources.
- Substantial experience in developing, leading and delivering evidence based programs within a diverse organisation.
- Demonstrated track record of leading and nurturing socially innovative programs.

Even better:

- You have worked in a relevant human services sector
- Passion for social change and creating an organisation of influence for the most disadvantaged

Employee Name:	Insert employee name	Manager's Name:	Click here to enter text.
		Title	Click here to enter text.
Date:	Insert date	Date:	Insert date
Signature:		Signature:	