

POSITION STATEMENT

Title:	Senior Sector Development Officer (Affirmative Measures)	Position no:	5508
Level:	IBA Level 5 (\$96,194 - \$106,650)	Last updated:	May 2023
Location:	Melbourne, Canberra, Sydney, Brisbane, Darwin, Cairns, Perth, Wagga Wagga or Townsville	Term:	Ongoing
Program:	Community & Customer Experience		
Section:	Community & Customer Experience		
Context: <p>Indigenous Business Australia, partners and invests with Aboriginal and Torres Strait Islander people who want to own their future. We go further than provide money; we invest in people, places and ideas that are ready. We help make them real. We're deeply invested in the financial success and economic independence of Indigenous Australians. It's why we exist.</p> <p>We provide a range of services for Indigenous Australians to create wealth and accumulate assets, take up investment opportunities, create business enterprises that provide additional employment opportunities, and to purchase homes. We achieve these outcomes by applying a commercial focus, and by building mutually respectful and productive partnerships with Indigenous Australians, government, non-government, and private sector organisations.</p> <p>Our staff are invested, informed, responsive, respectful and connected.</p> <p>The Senior Sector Development Officer manages the Better Men's Project and works together with the Sector Development team to deliver other special initiatives, that include youth and technology, the Accelerate with IBA program, working with Aboriginal Community Controlled organisations, and financial literacy and prosperity programs. Reporting to the Manager, Sector Development while also working closely with the Better Men's Project Advisory Panel, this position drives the development and delivery of the Better Men's Project business initiatives, driving the economic participation and empowerment of Aboriginal and Torres Strait Islander men and their communities. Key areas of focus include, implementing business development workshops and programs, managing key stakeholders, engaging with customers, including providing access to new ideas and resources. This position will also manage the initiative reporting, data management and Executive and Board briefs. As an important resource to the Better Men's Project, this position is a key project management role that will link key work activities to the strategic priorities of the Sector Development initiatives and IBA, ensuring that all work is managed through effective project management, and policy and procedure development.</p>			
Duties: <p>Include, but are not limited to:</p> <ul style="list-style-type: none">• Develop and manage internal and external strategic relationships with Indigenous businesses and organisations, including providing secretariate support to the Better Men's Project Advisory Panel.• Identify sector stakeholders and their resources in alignment with the Better Men's Project objectives specifically relating to economic empowerment through leadership, business, housing education and financial prosperity.			

- Participating in product development and other initiatives to innovate and develop new ways of creating positive outcomes for our Aboriginal and Torres Strait Islander men.
- Manage the delivery of strategic and operational changes to the initiative, including consulting with internal stakeholders, and facilitating change management.
- Develop and run focus groups and identify growing industries and customer segments for IBA products and services; design and maintain user-friendly tools to help Aboriginal and Torres Strait Islander people find local, regional, and national opportunities.
- Support the delivery of key products, services and initiatives that support the economic empowerment of Aboriginal and Torres Strait Islander people such as business accelerator programs, financial literacy initiatives and technology-based programs.
- Monitor and report performance outcomes ensuring agreed targets are achieved within IBA's performance framework and quality tolerance.
- Exercise Delegations in accordance with IBA policy & procedure.
- Other duties as required.

Required capabilities

These are essential unless otherwise indicated.

- Well-developed ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander peoples and organisations, and a strong understanding of Indigenous economic development, governance, and business operations; specifically relating to business development and sustainable operating models.
- Well-developed customer focus displaying a commitment to quality customer service and to the customer being at the center of everything they do.
- Ability to effectively communicate with a range of stakeholders to explore concepts, develop hypothesis and collaboratively design plans for delivery/execution.
- Demonstrated capability to manage projects and influence team performance to deliver objectives and adapt to change and competing demands.
- Demonstrated capability to identify economic development opportunities for Aboriginal and Torres Strait Island men, utilising IBA's Business, Homes and Investments suite of products and services.
- Significant personal drive and integrity including:
 - Professionalism and probity
 - Engaging with risk and showing personal courage
 - Commitment to action
 - Promoting and adopting a positive & balanced approach to work
 - Self-awareness and commitment to personal development

Prerequisite requirements:

- Current driver's license.
- Willingness and ability to undertake regional and remote travel as required, including overnight absences at least once each month.

Reference documentation: www.iba.gov.au

- About Us - Our Values
- About Us - Working at IBA
- About Us - News and Publications - Annual Reports

Further enquiries: Jade Reiche email: jade.reiche@iba.gov.au or
Reese Roma email: reese.roma@iba.gov.au

Applications: email to ibarecruitment@iba.gov.au or
mail to: IBA Recruitment, PO Box 650, Fyshwick ACT 2609

- Application Coversheet
- Resume
- Maximum 800 words addressing the required capabilities

Please note that applications not accompanied by the Application Coversheet available from our website or sent directly to the enquiry officer will not be accepted.

Closing date: 9 July 2023