

POSITION STATEMENT

Title:	Senior Advisor, Strategic Policy & Thought Leadership (Affirmative Measures ¹)	Position no:	2061
Level:	IBA Level 6 (\$125,517 - \$139,348)	Last updated:	March 2024
Location:	Alice Springs, Adelaide, Broome, Canberra, Darwin, Perth, Sydney, Tamworth, Townsville or Wagga Wagga	Term:	Non-ongoing (12 month with a possible 12 month extension)
Program:	Strategy & Impact		
Section:	Strategic Policy & Thought Leadership		
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 Strategy & Impact team leads the development, implementation and performance monitoring of IBA's progress against the organisation's strategic and corporate plan, research and evaluation including impact measurement, strategic policy and thought leadership including initiatives targeting continuous improvement and transformation.</p>			
Role: <p>This role is part of a small but critical team providing strategic policy advice, driving policy reform submissions, developing the thought leadership and capability of IBA to influence across and within Government and the financial services sector. The team's duties include assurance and monitoring of policy alignment with national priorities (e.g., Closing the Gap, procurement, climate risk and change), policy review, national and international development research to inform policy submissions, trends and cross-government and cross-sector collaboration.</p> <p>The role coordinates and facilitates key parts of the policy process, as well as undertaking research and advocacy, including contribution to the development of key policy documents and projects, and working with stakeholders at all levels across the organisation. Using results of research and impact</p>			

¹ The filling of this vacancy is intended to constitute an affirmative measure under subsection 8(1) of the Racial Discrimination Act 1975. This vacancy is only available to Aboriginal and/or Torres Strait Islander people.

to advocate for policy reform and provide thought leadership on topics impacting the Indigenous Affairs agenda and importantly ensure demonstrated progress towards achieving IBA's strategic and corporate plans.

The role reports to the Principal Advisor, Strategic Policy & Thought Leadership.

Duties: (Key areas of accountability)

Duties include, but are not limited to:

Policy

- Co-lead and manage the research and development of IBA's policy agenda and positions for a range of portfolio areas, including providing advice and briefs on government bills and policy proposals from other stakeholders and non-government organisations.
- Co-lead and manage the development of strategy and policies on economic self-determination, community and economic development and financial exclusion issues impact Aboriginal and Torres Strait Islander people.
- Managing analysis and recommendation of options, as well as input into policy papers for the IBA Board and Executive or as otherwise requested from the Minister or Government more broadly.
- Research, develop and present IBA policy papers, discussion pieces, positions, and responses, including the identification of emerging risks, opportunities, and issues.
- Providing specialist knowledge of the regulatory framework along with advocacy of IBA's purpose and functions with the aim of promoting and encouraging self-management, self-sufficiency, and economic independence for Aboriginal and Torres Strait Islander peoples.
- Collaborating with internal and external partners to advance IBA's strategic policy outcomes and objectives, including through legislative reform, negotiation of national agreements and influencing design and development of intersecting policies, programs and services.
- Provide formal advice to the Executive and Government, such as submissions and proposals for new policies and programs.
- Provide advice to the IBA Chair, Board and Executive in duties including drafting speeches, briefings, and questions.
- Engaging with key strategic stakeholders and community groups.
- Working across IBA program areas, broader Government departments and agencies, external partner organisations and Aboriginal and Torres Strait Islander groups.
- Assisting in responding to correspondence from other areas of IBA, Aboriginal and Torres Strait Islander communities and other agencies as required.

Thought leadership

- Using results from research along with requests from stakeholders, assist to identify strategic projects and IBA's response to such projects which deliver unique opportunities to promote and encourage self-management, self-sufficiency, and economic independence for Aboriginal and Torres Strait Islander peoples.
- Technical project research, analysis, design, and implementation requiring knowledge and experience in consumer lending and its regulations, systems requirements and home ownership policies and procedures.
- Facilitating the development of a thought leadership framework to identify, qualify and articulate IBA's ability to demonstrate delivery on purpose and on strategy through the mechanism of strategic policy.
- Identifying, establishing, and strengthening sustainable relationships with key

strategic IBA stakeholders, customers and Aboriginal and Torres Strait Islander entities, groups, communities, and individuals.

- Other duties as required.

Required capabilities

These are essential unless otherwise indicated.

Skills and attributes

- Excellent strategic and analytical skills and expertise with demonstrated success in applying these to strategic projects and/or policy development underpinned by strong project management and delivery.
- Strong research and policy analysis skills, including the ability to analyse complex policy issues and develop evidence-based recommendations with an eye for detail for the benefit of Aboriginal and Torres Strait Islander people.
- An inclusive and customer-centric policy analyst. Provide dependable and consistent advice to all stakeholders on the most appropriate methods of undertaking assignments to ensure compliance with relevant policies, practices, and statutory requirements.
- Strong negotiating and influencing skills. You possess the credibility to influence senior executive stakeholders positively and constructively with your written and verbal communication skills.
- Detail focused. You are naturally inclined to identify potential issues and consistently seek to optimise outcomes readily. You always perform with the highest standards of integrity, public scrutiny, and governance.
- Demonstrated experience building relationships and engagements and collaborating with existing and prospective stakeholders, customers, and Aboriginal and Torres Strait Islander entities, groups, communities, and individuals.
- Ability to achieve results and provide leadership as an integral member of a small results focused, deadline driven, multi-disciplinary team.

Knowledge and experience

- At least 5 years' experience in social policy or advocacy work in Australia, preferably with a focus on Aboriginal and Torres Strait Islander people and issues.
- Experience in researching, gathering, and understanding intelligence from national and international economic development forums, discussions and publications to participate in (and provide strategic input into) the development of new products and services, and initiatives designed to refine IBA's existing products and services.
- Excellent written and verbal communication skills, including the ability to adapt writing style for a range of audiences and products including government submissions, private policy briefs, public position statements and the media.
- Knowledge of current and emerging trends, frameworks, standards as they relate to economic self-determination, nation building, community and international development and how it relates to opportunities for Aboriginal and Torres Strait Islander people.
- Knowledge and understanding of Aboriginal and Torres Strait Islander culture and experience in engaging and working with Aboriginal & Torres Strait Islander communities.
- Relevant undergraduate or postgraduate qualifications (e.g. humanities, social sciences, politics, economics, law or another related discipline) is highly desirable.

Reference documentation: www.iba.gov.au

- About Us – Our Values, Working at IBA
- IBA Strategic Plan – 2018-2023
- IBA Corporate Plan and Annual Report

Further enquiries: Justin Vaughan, Phone: 0292076365 or email: Justin.Vaughan@iba.gov.au

Applications: Online via [Jobs - Indigenous Business Australia \(iba.gov.au\)](http://Jobs-IndigenousBusinessAustralia(iba.gov.au)) or
mail to: IBA Recruitment, PO Box 650, Fyshwick ACT 2609

- Resume
- Maximum 800 words addressing the Required Capabilities

Closing date: 21 April 2024