

Position Description: Chief Executive Officer

Reporting to: Chair TI Australia Board

Work Location: Australia (Melbourne preferred)

Salary (FTE): \$140,000 or as negotiated based on experience

Status: 12 months contract

Hours: Full-time with flexibility to be negotiated

Who We Are

Transparency International (TI) is a global movement, composed of more than 100 national chapters worldwide and an International Secretariat in Berlin, Germany. We are united by our shared vision: a world in which government, business, civil society and the daily lives of people are free of corruption.

Transparency International Australia (TI Australia), is the Australian chapter of TI and we focus on ways in which Government and Australian-based companies and institutions can address corruption issues both in Australia and abroad. We are a small highly-motivated team committed making a positive impact on Australian society.

The Role

The Chief Executive Officer is engaged to lead the delivery of the [organisation's mission](#) in Australia, working collaboratively with the staff, Board, advisors, membership, and regional and global staff and partners of Transparency International (TI). The role requires a highly motivated individual with the ability to manage the development and implementation of TI Australia's strategic and operational plans, and the skills and experience to strengthen the organisation's capacity to achieve sustainable anti-corruption impact and oversee project activity. The TIA CEO role will be suitable for either an established executive with experience in leading advocacy organisations or a developing leader with strong program management skills that can bring together the knowledge and skills from a diverse group of experts. The role is based in Australia (Melbourne preferred) and will require some interstate and international travel.

Key Responsibilities

Strategic Leadership

- Work with the Board to develop the Chapter's strategy and lead its implementation through an annual/rolling operational plan, within the context of the [TI Global priorities and strategy](#).
- Work cooperatively and inclusively with all stakeholders (staff, the Board, advisors, donors and the corporate and individual members) to strengthen the Chapter's (i)

policy, political and anti-corruption impacts, including among corporate members, (ii) public profile and advocacy, and (iii) fundraising and organisational sustainability.

- Engage with regional and global Chapters in the TI Movement on advocacy and programs, along with other global stakeholders.

Organisational Sustainability, Growth and Development

- Lead TI Australia's membership engagement (corporate) through a proactive strategy of membership events, trainings/briefings, communications and services in support of TIA's advocacy positions, including by:
 - Maintaining relationships with existing corporate members and donors by managing the development and implementation of goals, action plans and events directed at these objectives.
 - Engaging the Board, advisors and other relevant stakeholders to help strengthen and demonstrate the importance of these relationships.
- Lead the pursuit of strategies for sustainability, growth and diversification of TI Australia's core funding base including through retention and acquisition of corporate and individual members and other sources of funding such as donors, including by:
 - Identifying funding opportunities and prospects, including relevant upcoming calls for proposals both in Australia and globally; developing competitive grant concept proposals.
 - Reviewing and further developing materials for use in membership recruitment.
 - Obtain DGR status for TIA
 - Providing reports on corporate engagement and fundraising for Board and Committee meetings

Anti-Corruption Advocacy, Engagement and Project Management

- Build the profile of TI Australia nationally by coordinating delivery of strong internal and external communications plans, including by leveraging TI Australia's advocates including staff, directors, advisors and members, as well as directly leading the Chapter's proactive engagement with the media and on social media.
- Raise public awareness of the risks, impacts and solutions to corruption, including by communicating and mobilising support for key advocacy objectives in legislative, policy and organisational change.
- Drive TI Australia's engagement with parliamentarians, government agencies, private sector and civil society organisations guided by the advocacy plan and leveraging TI Australia's directors and advisors as subject matter experts.
- Oversee the delivery of specific programs and projects led by, or involving TI Australia as part of the TI Movement including the existing Mining and Infrastructure programs

Organisational Leadership, Cultural Stewardship and Operations

- Manage financial and risk position including budgets, financial management and risk management.

- Support the TI Australia Board in providing effective governance and leadership to the Chapter, including taking an active role in the TI Movement.
- Ensure TI Australia's relationship with the TI Secretariat (in Berlin, Germany) and other TI entities maximises the Chapter's contribution to global TI objectives and leveraging of global TI resources.
- Provide effective leadership to the organisation's staff and volunteers in support of TI Australia's objectives.
- Foster an organisational culture of mutual respect, diversity, ethics, and compliance with all applicable domestic and Movement-wide policies and the TI principles.

Key Competencies

To be successful in this role, the CEO will need to be a passionate advocate for transparency and anti-corruption and have professional attributes including a combination of the following:

- Track record in leading small teams (salaried and volunteer) ensuring high levels of motivation, effectiveness and accountability.
- A high level of comfort working strategically with an engaged Board, advisors and senior corporate and government representatives in a highly collaborative and professional way, including with appropriate political sensitivity, independence, and capacity to coordinate and manage activity delegated to volunteers.
- An interest and understanding of corruption challenges and effective anti-corruption practices, particularly in Australia and the Asia Pacific region.
- Demonstrated experience establishing meaningful relationships and partnerships with the private sector (including large institutional and foundation donors) and managing and building a sustainable funding base with members, corporate supporters and donors.
- Financial and commercial acumen, with demonstrated experience in managing budgets.
- Demonstrated collaborative leadership in a range of settings, with a track record working with multiple and culturally diverse stakeholders internally and externally.
- Superior verbal and written communication skills with experience dealing with the media and using social media.
- Energy drive, resilience and initiative with a high level of personal maturity, self-awareness, self-management and integrity.

Apply Now

Applications should include a full CV and covering letter outlining your interest in the role and the strengths you bring to the selection criteria.

Applications should be emailed to a1admin@transparency.org.au by COB on Monday 9 May 2022.