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**Position Description**

Care is seeking Expressions of Interest for the position of **Chief Executive Officer (CEO)**, a rare opportunity to lead a highly respected ACT community organisation committed to financial fairness for all.

This role is ideal for a values-driven leader who is passionate about making a real difference in the lives of people experiencing financial hardship. Under the strategic direction of the Care Board, the CEO will lead Care’s management team, oversee service delivery across programs, and drive strategic development and stakeholder engagement.

* **Above award Salary**
* **Paid Christmas Shutdown period leave**
* **Salary Sacrificing available**
* **Above Award personal leave entitlement of 18 days per year**
* **Holiday leave loading**

Key responsibilities include:

* Providing governance support to the Board, including bi-monthly reporting and ongoing communication of risks and achievements.
* Leading strategic planning and organisational development aligned with Care’s mission and values.
* Overseeing financial planning, risk management, and operational compliance.
* Managing and mentoring a skilled team of Program Directors and support staff.
* Strengthening Care’s relationships with key stakeholders including government, funding bodies, and community partners.
* Advocating for clients through policy engagement and informed public commentary.

**About The Organisation**

Care has been supporting the Canberra community since 1983. As a not-for-profit organisation, we provide free and confidential services to people on low to moderate incomes or experiencing financial difficulty.

We work with individuals and families to:

* Provide advice, advocacy, and support around financial hardship and exploitative lending practices.
* Educate the community on financial rights, responsibilities, and options.
* Advocate for systemic change in policies and practices that affect vulnerable people.
* Collaborate with partners and evaluate our services to ensure they are inclusive, responsive, and effective.

Care fosters a positive and inclusive workplace culture, guided by values of Integrity, Inclusion, Diversity, and Respect. We are committed to delivering services that are professional, ethical, culturally appropriate, and community-focused.

**Selection Criteria**

The successful candidate will have:

* Proven organisation and leadership abilities.
* An ability to develop and maintain effective high level working relationships with the Board, staff and other stakeholders including funding bodies.
* Demonstrated ability to collaborate with program directors to develop long-term operational strategies.
* Demonstrated ability to understand and deal empathetically and non-judgementally with staff, diverse stakeholders, and complex clients.
* A demonstrated commitment to Care’s values of integrity, inclusion, diversity and respect.

**How To Apply**

To submit your Expression of Interest please forward your CV and a cover letter outlining your credentials to Jane Thomson (Board Chair).

Email: [jane.thomson@moray.com.au](mailto:jane.thomson@moray.com.au)

Mobile: 0414 789 164

Applications close 5pm Friday 30th May

\*Salary available on request