

Recruitment of General Manager

The Australian Forest Contractors Association (AFCA) was established in 2002 as a national membership body to represent Forest Contracting Businesses. The association is governed by an elected Board which is voluntary and represents members across all states and territories. AFCA advocates on behalf of its members and focuses on key issues of importance including safety, training and the promotion of opportunities that encourage business viability long term.

About the role

The General Manager (GM) undertakes duties that manage the business of the association, seeks relationships that will enable AFCA to promote the interests of its members and works with the Board to ensure the objectives of the association are achieved.

A key focus is the financial stability and growth of the association which includes accessing funding from external sources (government/industry) for projects and studies that are relevant to the association.

The GM represents the association on committees, at conferences and events to meet AFCA's goals.

Job description

- Responsible for providing strategic and operational leadership of the organisation.
- Full responsibility for the daily operations of AFCA in accordance with the strategic plan, operating and expense budgets and delegated authorities.
- Responsible for the overall sustainability of the business and its ongoing development and growth.
- Engage proactively with association members to ensure AFCA develops strategies and policies to meet the expectations of the members.
- Foster strong relationships to secure the support of key stakeholders, state and federal governments and other industry organisations to advance the cause of forest contracting businesses.
- Reports directly to the Chair and Board of AFCA

Position: General Manager

Location: Flexible, required to work from a home office

Remuneration: Competitive package commensurate with skills and experience

Employment type: Full time

Reports to: Chair and Board

Appointed by: Chair

Open date: 24 September 2021

Closing date: 17 October 2021





Interviews

COVID-19 restrictions may require interviews to be conducted remotely via videoconferencing.

Contact

Owen Trumper
owentrumper@outlook.com
+61 429 165 658

Applications close
17 October 2021.

Key selection criteria

You will be self-driven, motivated with a passion for the membership and be able to demonstrate the following:

- Relevant tertiary qualifications and extensive experience in a relevant field.
- Demonstrated success in a previous GM or senior leadership role.
- Demonstrated success in the development, implementation and reporting of organisational strategic and business plans.
- Excellent financial literacy and extensive experience in budget management.
- Experience in program development, management and delivery while managing multiple stakeholders.
- Exceptional interpersonal and communication skills including the ability to successfully develop relationships with a diverse range of internal and external stakeholders.
- Demonstrable experience diversifying and building revenue streams including experience in grant acquisition, corporate and philanthropic partnership development, and fundraising.
- A strong understanding of the not-for-profit sector, and experience working with volunteer Boards.
- Flexibility to travel regionally and interstate as required to attend to membership and Association business.

Responsibilities

- Working with the Board, reviewing and implementing the Strategic Plan for the business.
- Ensure Appropriate Governance is applied within the association to meet regulatory/compliance obligations and the internal policies set by the Board.
- Supervises and managing the business, financial and risk affairs of the business.
- Ensuring members are engaged through proactive communication (face to face, written, video etc.) to ensure the association is advocating in the best interests of the membership.
- Representing the association when required (media, government etc.)
- Proactively developing new relationships and partnerships with organisations across the industry, government, corporate and philanthropic sectors.

Excited about this role...

- ◆ To apply email your CV and cover letter addressing key selection criteria to Owen Trumper.
- ◆ For more information contact Owen Trumper or visit www.afca.asn.au.