



Chief Executive Officer

The Organisation

Sandybeach Centre is an independent, community-owned, not-for-profit Centre for adult community education, social support, arts and leisure. The work of the Centre is defined and shaped by humanistic values important to the people it serves and a shared vision of community ideals.

The Centre is now seeking to appoint a CEO who has the vision and inspirational leadership skills to ensure its growth and future viability.

The Position

Reporting to the Board of Directors, the CEO will be responsible for managing and overseeing the day-to-day operations of the Centre.

The key responsibilities of the position are financial management and the development and implementation of the strategic, marketing, operational and annual plans.

Other duties include managing HR and risk, researching grants, writing tenders, developing strategies to attract new business opportunities and building strong external relationships and networks.

Who We're Looking For

Our ideal candidate must have previous senior management experience in Education and preferably will have been exposed to managing a large volunteer workforce in a community setting. They will also be tertiary qualified.

To apply, please forward a cover letter, including your salary expectation and resume to Jeannette Rawlinson (Board Chairperson) jrawlinson1@gmail.com.

You must have the right to live and work in this location to apply for this position.