



Position description

Managing Director

North Regional TAFE

Organisation overview

North Regional TAFE (the College) seeks to create opportunities through great learning experiences. The College provides high-quality industry-relevant education and training in the Pilbara and parts of the Kimberley region of Western Australia, collaborating with industries and communities, and contributing to the growth of the region.

The College is one of 5 publically funded TAFE colleges, and one of 3 located in regional Western Australia offering quality assured education and training to people in the workplace, online and in the community. The geographical area covered by the College exceeds one million square kilometres, and campuses are located across the region in Broome, Derby, Fitzroy Crossing, Halls Creek, Karratha, Kununurra, Minurmarghali Mia, Newman, Pundulmurra, Tom Price and Wyndham.

The College delivers high-quality and accessible vocational education and training that meets the needs of individuals, industry and the broader community, to build a skilled and robust future-proof workforce.

The responsibilities of TAFE colleges are set out in the *Vocational Education and Training Act 1996*. North Regional TAFE is governed by an independent Board established under the *Vocational Education and Training Act 1996* and is responsible to the Minister for Education and Training.

Primary purpose of the role

The Managing Director provides efficient and effective leadership to the college, developing and maintaining positive agency culture of collaboration, continuous learning, stewardship and excellence.

The Managing Director is responsible for shaping and achieving the college's strategic, business, policy and budget objectives, and contributing to the achievement of high-level strategic goals and priorities for government and the sector. Further, the Managing Director provides expert independent advice to Board, the Minister and government, supports sector-wide initiatives and the implementation of whole-of-government priorities.



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Key accountabilities

The responsibilities and functions of a chief executive officer, are broadly specified in sections 29 and 30 of the *Public Sector Management Act 1994*, and these focus on the capacity of the CEO to:

- develop and deliver a clear strategy for creating value in the sector
- create and execute the department's strategic and operational agenda to achieve agreed outcomes
- make appropriate decisions for the long term benefit of the department and the sector
- provide outstanding personal leadership, particularly during times of significant change
- achieve policy outcomes through navigating complex, fast changing environments
- establish robust and significant relationships to understand sector issues and engage stakeholders
- maintain high standards of integrity and corporate governance in the agency.



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Key Priorities and Challenges

Key priorities and challenges of the role include:

- continued implementation of the Government's election commitments
- implementation of supported recommendations of the *Report on the Review of Skills, Training and Workforce Development*, and respond to the training needs of businesses during the COVID-19 recovery phase
- identification and implementation of technological applications to support delivery of training and provide flexibility in service delivery
- increased engagement with stakeholders, particularly direct engagement, to identify demand for new training programs, different delivery methods and factors affecting access to training
- responding to the increase in demand for shorter training delivery, skillsets and short courses as opposed to qualifications
- sustaining a focus on students, industry and community, and a positive a healthy culture within the College
- consultation with Aboriginal and community stakeholders to identify strategies to enhance training opportunities for Aboriginal people and other underrepresented groups, with a focus on work readiness and employment enabling programs
- oversight of significant capital works projects
- attraction, retention and development of staff to build staff capacity, capability, knowledge and currency
- responsiveness and flexibility to meet emerging industry requirements and needs
- driving accessibility and participation in training that leads to jobs and careers, especially in the regions and through schools
- contributing to the whole-of-government COVID-19 response and recovery initiatives.

Further Information

Additional information regarding North Regional TAFE can be accessed from <https://www.northregionaltafe.wa.edu.au/>. For additional information refer to [sections 29 and 30](#) of the *Public Sector Management Act 1994*.



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Selection criteria

The role of the Managing Director is critical to organisational and sector-wide performance. The Public Sector Commission's CEO success profile identifies criteria that are essential role requirements for an effective CEO in the WA public sector. Applicants are required to demonstrate these, together with the essential and desirable criteria identified below, in the context of the position requirements.

CEO Success profile

	Contribute to the development and achievement of high-level strategic government and sector-wide goals.
	Shape and achieve the department's strategic, business, policy and budget objectives and goals.
	Accountable for making quality decisions and sustainable outcomes.
	Demonstrate significant personal integrity, exemplary ethical standards and resilience.
	Navigate the role of the public sector and all levels of government.
	Foster effective consultative and collaborative working relationships and networks.

Desirable criteria

- Demonstrated ability to work constructively and responsively with industry.
- Evidence of a strong customer focus.



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Performance measures

The Managing Director will enter into a performance agreement with the Public Sector Commissioner and the responsible authority concerning the performance criteria to be met. The performance expectations of the Managing Director would ordinarily cover delivery outcomes relevant to the following broad themes:



Management requirements in accordance with high level principles of efficiency and effectiveness which lead to positive outcomes that advance government, industry and community priorities.



Whole-of-government priorities achieved through close collaboration with other agencies on shared policy matters, and the ability to build a productive and engaged workforce, to create value for the sector and better services for Western Australians.



Agency specific priorities, as determined by the Board Chair and Minister, to meet agency requirements and long-term strategic objectives of the agency.



Effective leadership in a dynamic and complex public sector.

Employment conditions

Term of appointment

An appointment of up to five years will be negotiated.

Remuneration

Remuneration is determined independently by the Salaries and Allowances Tribunal.

As a guide, this position is classified as CEO Band 4, and a salary range of \$203 631 to \$216 000 per annum may be applicable, together with employer contribution to superannuation. Further, this includes the provision of a fully maintained motor vehicle for private use or the provision of a motor vehicle allowance in lieu of a vehicle, and any relevant regional allowances.

Leave and allowances

The office holder is entitled to leave as applicable to a public service officer in accordance with the provisions of the [Public Service Award 1992](#) and the [Public Sector CSA Agreement 2021](#).