



Position Description

CHIEF EXECUTIVE OFFICER

Reports to:	Southern Queensland Landscapes Board
Location:	Toowoomba (or other approved locations)
Status:	Full time (flexible)
Direct Reports:	Operations Manager, Finance Manager, Business Development Manager
Key Relationships:	Government stakeholders, funding partners, business partners, community representatives, other NRMs, and sector representatives.

About SQL (www.sqlandscapes.org.au)

Southern Queensland Landscapes is a member based, natural resource management organisation supporting a diverse geographical region that extends west from Toowoomba. It was established in 2018 from the merger of three important natural resource organisations in the region.

SQL works closely with local land managers, community leaders and industry professionals to enhance natural resources management efforts to balance productivity and environmental health in the region and further afield.

SQL achieves outcomes for regional communities through essential projects, evidence-based resources, connecting people, and creating valuable networks.

Purpose

To improve the lives of people in regional communities now and for the future

Vision

Communities united by sustainable practices, enabled by science and technology, and supported by First Nations' knowledge, to improve all life.

Strategic Intent

To deliver sustainable environmental outcomes that improve the lives of people in regional communities now and for the future.

Values

- Demonstrating Empathy
- Being Credible
- Building Community
- Taking Responsible Action
- Thinking future impact



Purpose of the Position

The CEO is responsible for leading the organisation to execute the approved strategic plan, identifying strategic opportunities that support the organisation’s purpose and vision and will ensure long-term organisational sustainability, representing SQL at industry and government forums, and demonstrating values-based leadership to support and develop the SQL team to achieve success.

It is the responsibility of the CEO to lead the organisation in the achievement of strategic objectives and to deliver their operational responsibilities as detailed in this position description and as may be changed from time to time.

Key Result Areas

STRATEGIC PILLARS	STRATEGIC OBJECTIVES	KEY PERFORMANCE INDICATORS <i>Specific benchmarks to be reviewed and provided by the board</i>
Sustainability & Responsiveness <i>Ensuring our organisation is lean, agile and able to respond to the changing needs of regional communities.</i>	Manage organisational resources and labour to optimise productivity, effectiveness and scalability.	<ul style="list-style-type: none"> - Net Profit % - Retained Earnings - Liquidity - Budget variance - Governance - Risk management - Quality management - Compliance - Customer & community feedback - Project evaluation – delivery to scope & budget - Project impact - Employee Satisfaction - Employee Turnover
	Manage revenue and expenses to increase liquidity and retained earnings for investment in opportunities and growth aligned to achieving our vision.	
	Identify and apply for funding and grants from government and non-government sources, including non-traditional sources.	
Connection & Value <i>Developing mutually beneficial partnerships and relationships that create value and opportunities for all.</i>	Identify and evaluate projects and opportunities for engagement, partnerships, and collaboration to achieve value for all stakeholders.	
	Engage in partnerships for philanthropic investment in advancing environmental initiatives in regional communities.	
	Proactively connect stakeholders with each other to provide support and services for regional communities.	



<p>Influence & Impact</p> <p><i>Driving and influencing innovation and positive change in environmental practices and impact as a recognised and respected industry leader.</i></p>	<p>Build a recognised and respected brand that will bring credibility and support SQL's ability to influence positive and innovative change, aligned to purpose and vision.</p>	<ul style="list-style-type: none"> - Productivity (total & project) - Organisation culture, safety, and wellbeing
<p>Be an early adopter and supporter of innovation within the sector and apply innovative solutions to advance outcomes.</p>		
<p>OPERATIONAL RESPONSIBILITIES</p>		
<p>Leadership</p>	<p>Provide strong direction and support to the SQL leadership team and through them to all SQL employees.</p> <p>Role model SQL Values through values-based behaviours.</p> <p>Lead with emotional intelligence by considering the impact of decisions and actions on employees and other stakeholders.</p> <p>Execute strategic and operational plans with clarity, empathy, and explanation to drive desired outcomes.</p> <p>Develop and nurture organisation culture according to the defined Culture Blueprint to create an environment that is conducive to individual and collective successes.</p> <p>Uphold expected standards of performance and behaviours through proactive management of issues as they occur.</p>	
<p>Operational & Financial Management</p>	<p>Manage the day-to-day operations of the organisation, its people and resources.</p> <p>Maintain financial and operational oversight of the organisation.</p> <p>Manage all activities to the approved budget, delegations, and authorisations.</p> <p>Proactively seek opportunities that will benefit the organisation and ensure future sustainability.</p> <p>Support the board with the development of strategic plans based on operational and industry knowledge and identified opportunities.</p>	



<p>Stakeholder Engagement</p>	<p>Represent the organisation and advocate for SQL and the region with stakeholders as required.</p> <p>Proactively engage with all government, community, business, funding, project and other stakeholders to drive strategic and operational outcomes.</p>
<p>Communication</p>	<p>Oversee internal communications for effectiveness to drive understanding, alignment and engagement with all members of the SQL workforce</p> <p>Represent SQL in all matters approved by the Board including media, industry, community, and other public appearances, interviews, or commentary.</p>
<p>Governance</p>	<p>Work proactively and openly with the board to deliver strategic objectives, manage compliance and risk.</p> <p>Observe and uphold all responsibilities delegated by the board.</p> <p>Identify and register all conflicts of interest with the board.</p> <p>Provide regular reporting to the board on all matters of strategic and operational importance requiring board oversight, decision-making, or awareness, including</p> <ul style="list-style-type: none"> - identified risks that fall outside the approved risk appetite boundaries - budget and financial matters - identified business opportunities - people and culture matters <p>Oversee the development, implementation, and application of operational governance to ensure organisational effectiveness.</p> <ul style="list-style-type: none"> - Defined organisation structure, roles and responsibilities - Code of Ethics, policies, and procedures
<p>Risk & Safety Management</p>	<p>Manage all operational activities according to the board approved risk appetite and risk management plan.</p> <p>Oversee the maintenance and management of risk registers</p> <p>Ensure risk mitigation is optimised through the implementation of effective hazard management and controls</p> <p>Monitor culture and ways of working to identify and eliminate psychosocial hazards and psychological risks to employees and others impacted by SQL</p>



<p>Compliance</p>	<p>Ensure the organisation and all employees are operating in compliance with all legislated requirements, and company policies.</p> <p>Monitor and maintain oversight of the organisation's operations and activities to identify areas of non-compliance and act immediately in accordance with legislated, policy, or legal requirements to address issues and protect the company, company assets, and all employees.</p>
<p>Change Management</p>	<p>Apply a change management approach to all activities that require employee engagement with new ways of working, changed expectations, new projects, and or agility.</p>
<p>Development</p>	<p>Participate in regular performance evaluations with the board and seek feedback from the board and executive team to develop awareness of areas for continued personal growth.</p> <p>Participate in professional and personal development relevant to achieving outcomes required for the position of CEO.</p>

Position Requirements

- Experience in a CEO or Senior Management role with demonstrated capability to deliver on strategic and operational requirements.
- Tertiary qualifications, post-graduate qualifications or training in Business Management, Natural Resource Management, Environment, Science, Economics, or related discipline.
- Experience and demonstrated capability in leading a similar sized organisation or operation that includes operational management, financial management, project management, and stakeholder engagement.
- Experience in developing and implementing initiatives to drive business performance.
- Experience and capability to deliver the strategic and operational requirements defined in this position description.
- Demonstration of behaviours aligned to SQL's Values
- Possession of a current Australian Driver's License is essential.
- Ability and willingness to travel regularly across the region to engage with staff and stakeholders, attend meetings, and undertake site visits.