



Healing Foundation

Strong Spirit • Strong Culture • Strong People

POSITION DESCRIPTION	
Position Title:	Deputy Director Delivery
Reporting to:	Director - Engagement and Delivery
Direct Reports:	5
Location:	This position can be based at any of our office locations
Job Type:	Full time Contract 12 months, with a potential for extension
Competency Framework:	Senior Leader L1 - \$125,479.13
Initial Appointment:	Immediate
Last updated:	10.06.2021

THE HEALING FOUNDATION VISION

The Healing Foundation (THF) is a national Aboriginal and Torres Strait Islander organisation that partners with communities to address the ongoing trauma caused by actions like the forced removal of children from their families.

We focus on building culturally strong, community led healing solutions, through working closely with communities around the country.

THE ROLE AND THE TEAM

The role: **Deputy Director Delivery – Engagement and Delivery**

Our **Engagement & Delivery** team leads the planning, development and implementation of The Healing Foundation's programs, projects and partnerships. The team is responsible for the delivery and overall success of individual pieces of work, that help The Healing Foundation deliver on our strategic priorities.

Trauma-aware, Healing Informed Practice

The Healing Foundation are leading the national conversation on Intergenerational Healing for First Nations People. If systems, sectors and workforces understand and commit to their role in Intergenerational Healing, both the experience and outcomes for First Nations People will improve. Trauma aware-healing informed practice requires organisations to understand the manifestation of past and current trauma, and then make changes (some very simple) to take a role in healing, wellbeing and subsequently closing the gap.

The Healing Foundation Competency Framework is designed to provide a roadmap for leaders and teams to have more specific discussions on ‘how to be successful’ at The Healing Foundation by articulating our expectations of ourselves and others. It is designed to support the achievement of our strategic plan.

Reporting to the **Director, Engagement and Delivery**, your role must demonstrate the following Core competencies and Job specific competencies:

CORE COMPETENCIES	
PEOPLE AND RELATIONSHIPS	<ul style="list-style-type: none"> • Live our Values and Guiding Principles: Demonstrate our values and guiding principles in our daily behaviours, habits and interactions with others. • Enhance Health and Wellbeing: Be socially responsible with a genuine commitment to an environment where people are safe and can enhance their physical, mental and emotional wellbeing. • Grow Cultural Awareness and Connection: Appreciate and respect the significance that Aboriginal and Torres Strait Islander people place on culture, family and country, and how these elements are connected. • Proactively Engage and Communicate: Build and maintain relationships with respectful and honest communication, that facilitates mutual benefits and outcomes.
RESULTS AND EXPERTISE	<ul style="list-style-type: none"> • Understand Our Business: Be committed to the organisation’s mission, acknowledging our challenges and continually looking to add value and grow our strengths and opportunities. • Service Delivery: Understand and meet the needs and expectations of our people, communities, suppliers and other key stakeholders and colleagues. • Be Accountable and Outcome Focused: Accept responsibility for role, make prompt informed decisions and take focused action to achieve results.
INNOVATION AND CONTINUOUS IMPROVEMENT	<ul style="list-style-type: none"> • Put Ideas into Action: With innovation at our core, be curious, explore new concepts and be prepared to try new ideas, backing ourselves and each other. • Achieve Change: Seek to understand reasons for change and be open to new initiatives, providing constructive feedback and embracing change with resilience.

	<ul style="list-style-type: none"> • Grow and Share Knowledge: Incorporate learning, knowledge capture and sharing into your work routinely.
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JOB SPECIFIC COMPETENCIES	
Role & Responsibilities	<p>Adherence to THF general risk principles:</p> <ul style="list-style-type: none"> • Do no harm • Prevent harm to others <p>Your responsibilities in this role will include:</p> <ul style="list-style-type: none"> • Manages and monitors the overall portfolio of program-related activities and resources to ensure effective and efficient program administration and performance against objectives, plans and budgets. • Develops and implements effective program and contract management policies and practices and monitor performance and compliance against these. • Ensures appropriate resourcing and budgets for projects and programs while managing a diverse team to achieve The Healing Foundation's objectives in program development and implementation. • Refine and implement The Healing Foundation's evaluation strategy through the maintenance of the knowledge database and evaluate the implications of The Healing Foundation programs for current and future Healing Foundation and programs.
Qualifications & Experience	<ul style="list-style-type: none"> • 5+ years' experience in project related roles. • Project / management related qualifications. • Demonstrated experience working with Aboriginal and Torres Strait Islander populations. • Demonstrated cultural awareness and competency and an ability to work positively and productively with persons from a variety of international and cultural backgrounds.
Mandatory Requirements	<ul style="list-style-type: none"> • High attention to detail. • Ability to work autonomously and proactively. • Ability to plan and forward think. • Ability to think strategically. • Personable and approachable personality. • Ability to foster good working relationships with internal and external stakeholders.

	<ul style="list-style-type: none">• Ability to travel when needed.• The Officer will need to undertake and satisfactorily complete a State specific WWVP and/or police clearance
High Desirable Criteria	<ul style="list-style-type: none">• A post-graduate qualification in a related field.