



SELECTION CRITERIA: Operations and Development Manager

Applicants should address all the following essential selection criteria.

ESSENTIAL

- Demonstrated exceptional development and communication skills.
- Demonstrated experience working flexibly as part of a small team.
- Demonstrated high standard of self-management skills including the ability to organise time and resources effectively.
- Demonstrated ability to oversee all human resource functions associated with a small community agency or business, including staff training, supervision and management.
- A proven ability to establish strong networks and mutually beneficial relationships with key community, industry, local and/or government groups.
- The ability to work flexible hours and occasionally travel (primarily intra-state).
- Current Tasmanian driver's license.

Applicants should only address applicable desirable selection criteria.

DESIRABLE

- Current qualification or the ability to gain a qualification in Training and Assessment (Cert IV).
- Tertiary qualifications in a relevant discipline.
- Current police criminal history check.
- Current Working with Vulnerable People Registration (TAS).
- Demonstrated high level leadership skills at a senior level.
- Sound financial management skills.
- Demonstrated experience in providing or managing client support and counselling services.
- Demonstrated ability to oversee the delivery of high quality training including fee for service training through liaison with clients and trainers.