



Chief Operating Officer
SES Band 1
Position Number 0131
Non-ongoing, Full Time

ABOUT THE GALLERY

The National Gallery is one of Australia's leading visual arts institutions. The Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to inspire creativity, inclusivity, engagement and learning through artists and art. Our Mission is to lead the national cultural agenda by championing art and its value in our lives. Our Values include excellence, creativity, courage, respect, and accountability.

The Chief Operating Officer's (COO) portfolio provides strategic advice to the Council and the Executive and delivers business support services across the National Gallery based on specialised knowledge, best practice, and technology to support the achievement of the National Gallery's priorities.

THE POSITION

The COO is a key member of the Senior Management Group and is responsible for strategic and operational management of the National Gallery. The COO has a critical role to play managing business enabling services and supporting decision making across governance and risk management, human resources, procurement, information management services and project management. You will be expected to contribute to the overall strategic direction of the National Gallery, ensuring key priorities as identified under the Corporate Plan are met. You will be accountable for providing the overall strategic direction, leadership and financial planning, management, and sustainability of the organisation.

OUR IDEAL CANDIDATE

To be successful in this role you will be a dynamic professional with more than ten years' experience in senior management positions with a proven record of success. You will have significant experience in creating organisational strategies and effectively managing change.

You will be results orientated and resilient, operating in a creative, dynamic and fast-paced work environment. You will exemplify the National Gallery's values and engender a culture of achievement, collaboration, and agility. Your breadth of experience, innovation and strategic capability enables you to provide for and deliver on forward thinking corporate services that drive ethical change within the organisation through trusted business partnering. You will bring business acumen and entrepreneurial experience to the table and your experience and understanding of government and corporate frameworks will be applied to improve maturity across the National Gallery by building capability and accountability, embedding project management delivery and improving the efficient and effective use of resources. In addition, you will have exceptional people management skills as well as leadership experience, with proven ability to inspire, engage and motivate a team.

QUALIFICATIONS

Tertiary qualifications relevant to the responsibilities of the role are desirable together with extensive executive level management experience leading a government corporate function. Experience in oversight of an ICT function is highly desirable.

ELIGIBILITY

To be eligible for this position you must be an Australian Citizen at the closing date of application.

The successful candidate must be able to obtain and maintain a Secret level security clearance.

The successful candidate will also be required to be assessed through an Australian Criminal History Check.

NOTES

Before submitting your application, please request the selection documentation by emailing admin@amandaorourke.com.au quoting Reference Number 1048.

CONTACT

Further information about the position may be obtained by contacting Amanda O'Rourke on 0452 199 031 admin@amandaorourke.com.au.

CLOSING DATE

Applications **close at midnight on Tuesday, 21 June 2022.**