

POSITION DESCRIPTION

JYAC aims to create a great workplace for all employees. We consider an employees whole journey with us and begins with each employee knowing what is expected of them in their job, how well they are performing against that job, and what future job opportunities might be available to them. JYAC position descriptions have been designed to clarify the role, how it fits into the bigger picture, and how performance against that role job will be measured. We use position descriptions in the recruitment process when appointing people, but we also use them to set performance expectations and provide feedback about how the holder of the job is delivering against what is required. We also use the job description to assess training and development requirements employees may have, relative to the role.

Job Title:	Chief Executive Officer	Job Reports To (Title):	Board
Job Holder (Name):		One Up Manager Title:	N/A
Job Category:	Management	Location:	East Perth

JOB PURPOSE
(How does my department, team, job contribute to JYAC)
The Chief Executive Officer is accountable to the Board of Directors for the leadership, performance and reputation of JYAC. The CEO leads strategy execution, operations, people, financial stewardship, partnerships and governance systems while ensuring JYAC remains culturally grounded, community focused and fully compliant with all statutory obligations.

KEY ACCOUNTABILITIES & RESULT AREAS
(What are the primary accountabilities of this job?)
<ul style="list-style-type: none"> • Implement Board strategy and lawful decisions. • Protect and advance Martu native title rights and interests. • Lead all operational functions including people, finance, projects and stakeholder engagement. • Ensure compliance with CATSI Act, Native Title Act, funding agreements and JYAC Rule Book. • Lead the organisation in protecting and advancing Martu native title rights and interests, including agreement implementation, land access matters, heritage protection and future act processes. • Deliver accurate Board reporting, budgets, audits and risk management. • Build trusted relationships with Martu members, Elders and communities, ensuring decisions and operations align with cultural protocols and community aspirations. • Build strong relationships with governments departments, industry, proponents and partners. • Support the Board through quality advice, timely papers, governance systems, director capability development and transparent reporting. • Identify and progress sustainable economic opportunities that generate intergenerational benefit for Martu people. • Oversee negotiations, agreements and commercial opportunities aligned to Martu aspirations. • Represent JYAC with governments, regulators, industry and partners to secure resources, influence policy outcomes and protect Martu interests. • Create a high-performance, culturally safe and accountable workplace. • Maintain policies, delegations, systems and internal controls. • Ensure policies remain fit-for-purpose, lawful and effectively implemented.

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TEAM RELATIONSHIPS	
(Does the job involve managing others or working collaboratively with others? If so, who?)	
Are there any jobs directly managed by this job? If so, which jobs?	Chief Operating Officer Manager, Corporate Services Manager, Heritage and Landscape Manager, Land Access and Agreements
Are there other teams this job is required to work collaboratively with?	<ul style="list-style-type: none"> • Board Directors • Members and communities • Legal, auditors and advisors • Government and funding bodies
AUTHORITY & DECISION MAKING	
(What decision making authority and spending limits does this job hold?)	
Safety Authority:	As per delegation matrix
Financial Authority:	As per delegation matrix
People Authority:	Executive leadership and employment decisions within policy
QUALIFICATIONS, LICENCES AND EXPERIENCE	
(What formal qualifications, licences and experience does someone need to hold this job?)	
Mandatory or Legislative:	<ul style="list-style-type: none"> • Proven CEO, GM or senior executive leadership experience. • Strong governance, finance, budgeting and organisational management capability. • Experience working with Boards and governance frameworks. • Demonstrated stakeholder negotiation and influencing skills • Extensive experience leading teams, culture and organisational change. • Exceptional interpersonal and communication skills, including building strong relationships and influencing key stakeholders to achieve desired outcomes. • Understanding of Native Title obligations and responsibilities.
Desirable:	<ul style="list-style-type: none"> • Experience in Aboriginal corporations, PBCs, RNTBC's or native title sector. • Relevant tertiary qualification.

CAPABILITY REQUIREMENTS				
(What core, leadership and technical skills must someone demonstrate to hold this job)				
Core Capabilities				
	Understands	Lives	Guides	Leads
Self-Awareness				
Communication				
Collaboration				
Adaptability				
Future Focused				
Commercial Acumen				
Business Enablers				
Job Family: Corporate Services	Understands	Lives	Guides	Leads
Stakeholder Management and Influence				
Governance, Risk and Compliance				

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Finance				
Procurement and Contract Management				
Project Delivery				
Leadership Capabilities				
Management Capabilities	Understands	Lives	Guides	Leads
Manage & Develop Others				
Communicate with Purpose & Clarity				
Influence with credibility				
Manage Profitability				
Strategic Capabilities				
Strategic Capabilities	Understands	Lives	Guides	Leads
Vision, Lead & Embed Change				
Enable Growth				
Create a High Performance Culture				
Change Management				

APPROVAL			
The job holder is accountable for delivery of this role. The Board will support the CEO through clear direction, governance and performance review.			
Job Holder		Chair	
Name	Signature / Date	Name	Signature / Date