

JOB FUTURES NATIONAL OFFICE MELBOURNE

Performance & Strategy/Business Adviser – Job Services Australia and Disability Employment Services

The role

You will have a combined 'caseload' of members with either JSA or DES contracts. You will work as part of a team of Business Advisers who coach, mentor and assist members and their staff in all aspects of service delivery, contract performance, compliance and best practice. You will also be required to analyse performance and to develop appropriate improvement strategies.

Responsibilities also include:

- Maximising contract performance
- Implementing new improvement strategies
- Building Site Leader capabilities

The successful applicant will have significant experience as a Site Leader of a high performing site in either Disability Employment Services or Job Services Australia. You will have a thorough understanding of the contractual requirements and performance drivers of one of the programs and the capacity to quickly acquire the parameters of the other program. You will have the demonstrated ability to interpret and apply contractual requirements; identify performance improvement and best practice strategies; manage relationships with stakeholders and high levels of leadership skills to inspire, motivate and coach members' staff. Experience in delivery of programs for clients with multiple barriers to employment will be highly regarded.

Interstate travel is required.

This is an excellent opportunity to join an organisation making a difference in Australia. Job Futures is located in Melbourne CBD and offers a family friendly work environment. Salaries are competitive and salary packaging is available.

For further details please go to www.jobfutures.com.au and click on the Work with Us tab and select Current Vacancies.

To apply, please send a cover letter, resume and a statement outlining how you meet the Required Skills, Knowledge and Experience listed in the job description to recruitment@jobfutures.com.au.

Applications close 20th August 2010.