



City of
**Kalgoorlie
Boulder**

beilby
downing
teal.



APPLICATION PACK

Chief Executive Officer

Advertisement – Chief Executive Officer

Join the City of Kalgoorlie-Boulder at a crucial time and deliver outcomes that will endure.

- Executive leadership role at a Band 1 Council
- Contract of up to five years
- TRP \$298,832 to \$455,071 plus generous flexible benefits

THE CITY

The City of Kalgoorlie-Boulder is a modern, thriving regional City located approximately 600km East of Perth. With over 30,000 people living in the City, Kalgoorlie-Boulder combines the welcoming and community-focused attributes of a regional community with the amenities and facilities of a metropolitan City. As the heart of the Goldfields, Kalgoorlie-Boulder is the strategic link between the east-west and north-south infrastructure corridors and has a unique and celebrated heritage, stemming from the gold rush of the 1890s. The City is home to the richest square mile of gold in the world, with a multitude of mining and processing companies operating in the area. There is also a strong local business community that helps support a thriving tourist economy.

THE ROLE

The Chief Executive Officer will provide strong, engaging leadership to the organisation and community, working with Council to deliver strategic priorities, sound governance and sustainable services that support the City's mission to "work together for the place and people we call home". The role is responsible for connecting the community, Council and organisation through effective planning, ensuring legislative compliance, providing timely and accurate advice, developing a capable workforce, supporting long-term financial sustainability, and role modelling ethical, values-led behaviour.

REQUIREMENTS

The City is seeking a strategic and values-led CEO, preferably with experience at the Executive level within Local Government, who can build alignment around a shared vision. Clear, consistent and engaging leadership is essential, as is fostering trust and connection across the organisation and community. The ideal candidate will be commercially astute, with strong financial capability and a disciplined approach to good governance, along with the ability to mentor, empower and cultivate a high-performing executive team. Your ability to balance immediate priorities with a long-term approach will ensure success in this role.

THE PACKAGE

The Total Reward Package will be between \$298,832 to \$455,071 in accordance with the Salaries and Allowances Tribunal Band 1 which is inclusive of base salary, superannuation and a vehicle or vehicle allowance and associated FBT. In addition, flexible benefits including regional allowance, and professional development, are negotiable.

The City welcomes applications from accomplished leaders who are interested in becoming an integral part of its regional community and who would like to reside in the region and embrace the lifestyle and opportunities it offers. To support this, suitable housing will be provided as part of the employment contract, enabling the successful applicant to live locally and engage fully with the community they serve.

HOW TO APPLY

To apply please click the Apply Now button or visit www.beilbydt.com.au quoting reference **1119260**. Please provide:

1. A comprehensive resume; and
2. A **three-page document** comprising: a one page cover letter providing an overview of your skills, experience and motivation for applying; and two pages addressing the essential selection criteria found within the Application Pack.

Download an Application Pack by clicking or copying and pasting this link in your browser: <https://beilbydt.com.au/application-packs>

For initial enquiries, or for any assistance you may need in making your application, please contact **Emily Bulloch** for a confidential discussion on **0427 582 402** or ebulloch@beilbydt.com.au.

Applications will close at **4pm AWST on Monday 21 September 2026**.

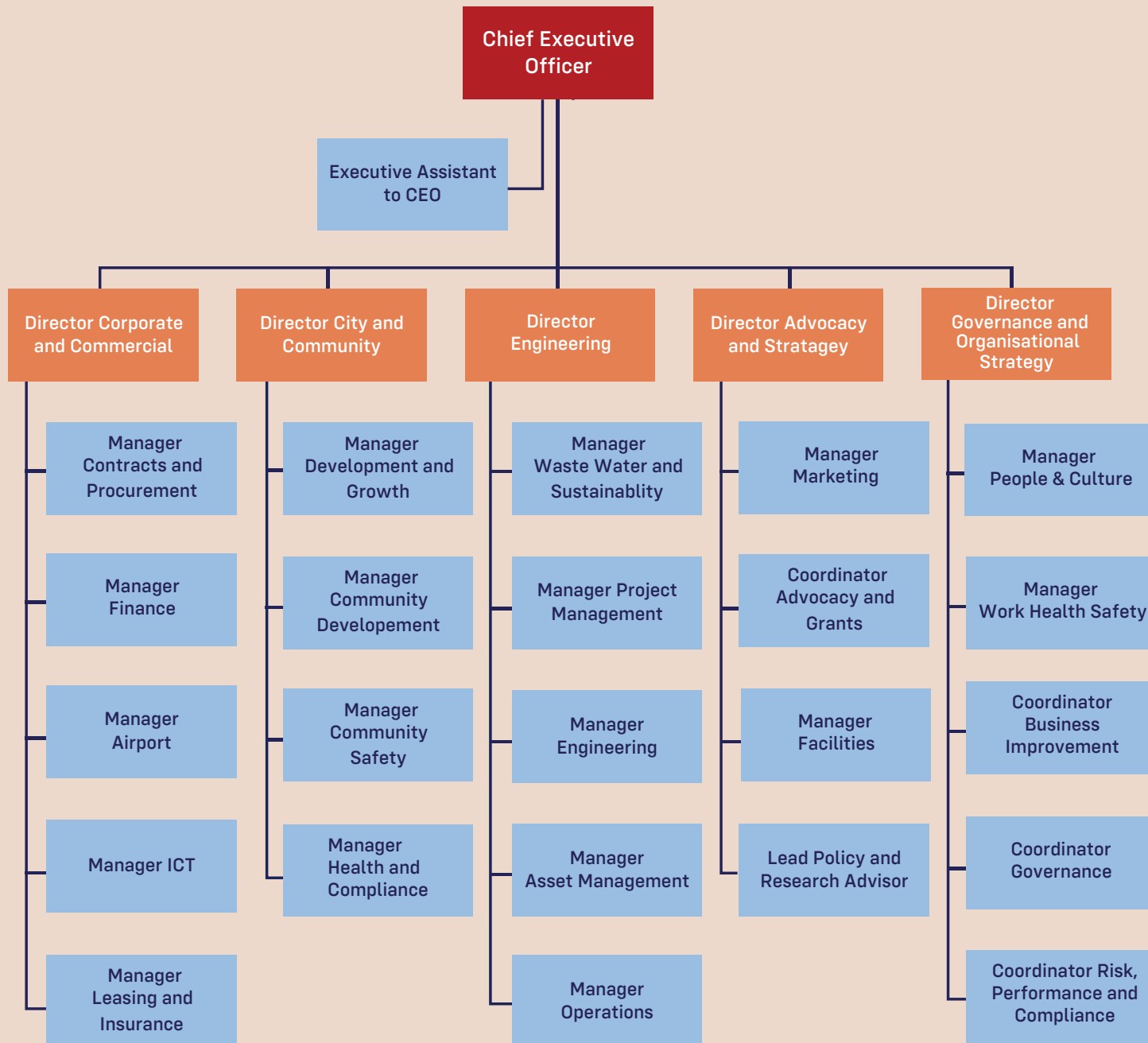
Canvassing of Elected Members will disqualify.





City of
Kalgoorlie
Boulder

ELT Reporting Lines Organisational Chart





CEO Job Description

Job Title	Chief Executive Officer
Division	Office of the CEO
Reports To	Council
Reporting Positions	Executive Assistant to the CEO Director Advocacy and Strategy Director of City and Community Director Corporate and Commercial Director Engineering Director Governance and Organisational Strategy
Employment Type	Full-time, maximum term contract
Location	577 Hannan Street, Kalgoorlie

POSITION OBJECTIVES

- Provide strong and engaging leadership to the organisation and the community.
- Facilitate programs, projects, and services that are cost-effective and strategically aligned.
- Link the community, the Council, and the organisation with an inclusive, relevant and functional integrated planning framework.
- Comply with all statutory and regulatory requirements in the *Local Government Act 1995* (WA) and other relevant legislation.
- Deliver accurate, timely and relevant advice to the Council so that informed decisions can be made and promote good governance practices.
- Develop and maintain a capable workforce committed to achieving the objectives of the Strategic Community Plan, Corporate Business Plan and other strategies.
- Deliver a strong and sustainable long-term financial position.
- Ensure continuous learning on contemporary management practice and best practice.
- Role model ethical behaviour and behaviour that exemplifies the Local Government's values.



ROLES AND RESPONSIBILITIES

Leadership and Engagement

- Provide the vision and leadership necessary to enable the Council and workforce to achieve strategic objectives and to deliver programs, project and services in an efficient, effective, and sustainable manner.
- Establish and maintain meaningful and productive working relationships with key stakeholders, including federal and state government representatives, business, community and sporting associations and neighbouring Local Governments.

Program, Project and Service Delivery

- Deliver programs, projects and services in a sustainable and cost-effective manner guided by the Strategic Community Plan and Corporate Business Plan, and in line with the annual budget.
- Plan for and deliver major projects utilising competent project management systems and sufficient lead times to satisfy projected timeframes and community expectations.
- Review services and programs to measure value for money and community utilisation and satisfaction.
- Drive a culture of commitment to continuous improvement in customer service.

Strategic Development

- Be responsible for the implementation of the integrated strategic planning framework.
- Ensure real and functional linkage between the Strategic Community Plan, the Corporate Business Plan and the annual budget.
- Facilitate effective engagement with the community in reviewing the Community Strategic Plan.
- Facilitate regular engagement with elected members in reviewing the Local Government's progress against the objectives and aspirations of the Strategic Community Plan and Corporate Business Plan.

Governance, Compliance and Risk

- Facilitate the effective conduct of meetings through appropriate meeting spaces, quality agendas and availability of relevant staff to provide advice and support.
- Ensure that advice and information is available to the Council so that informed decisions can be made.
- Ensure compliance with all statutory and regulatory obligations.
- Maintain the council policy framework to ensure it is relevant, current and accessible.
- Maintain delegation and disclosure registers to ensure they are current, accurate and accessible.
- Maintain an effective enterprise-wide risk management framework.



Council Relationships

- Maintain an effective working relationship with the Mayor and Councillors with a focus on timely communication and accessibility.
- Provide accurate, timely and relevant information to elected members so they can discharge their responsibilities effectively.
- Identify training and development opportunities for elected members.
- Ensure Council decisions are implemented in a timely and effective manner.

Human Resource Management

- Develop and implement a workforce plan demonstrating the resources and capacity necessary to meet the Strategic Community Plan and Corporate Business Plan objectives.
- Provide training and development opportunities for employees.
- Strive to deliver a values-driven workplace culture through training, development, and leading by example.
- Drive enterprise-wide commitment to a safe workplace.
- Ensure the principles of equal opportunity, fairness, and transparency are applied in all human resource matters.

Financial Management

- Develop functional and transparent reporting systems and processes that effectively monitor and provide continuous improvement to the financial performance of the Local Government.
- Maintain a close oversight of the Local Government's financial position and performance.
- Exercise prudent and responsible stewardship of the Local Government's physical and financial assets, committed to achieving long-term sustainable outcomes.
- Facilitate regular engagement with elected members to review the Local Government's financial position and performance.

Personal Attributes

- **Leadership:** Has the ability to lead and influence elected members, employees and stakeholders with credibility, competence, and empathy. Demonstrates behaviours which align with the Local Government's values and leads by example.
- **Problem Solving:** Can define, analyse and break down complex situations to evaluate alternatives and generate solutions.
- **Ethics:** Is committed to the highest standards of ethical behaviour personally and professionally, and always acts fairly and transparently.
- **Collaboration:** Achieves outcomes through developing productive working relationships with key influencers and decision makers.
- **Communication:** Communicates with clarity and respect, underpinned by sound listening skills and a commitment to considering alternative points of view.
- **Personal Development:** Balances work and life needs through stable and sustainable work practices and an ongoing commitment to personal and professional development.



SELECTION CRITERIA – All essential unless otherwise stipulated

- Executive-level experience providing consistent and engaging leadership.
- Extensive experience in a Local Government environment is highly desirable.
- Ability to build high-performing executive teams.
- Demonstrated delivery of complex projects and strategic directives.
- Demonstrated financial management skills in developing business plans and budgets and managing and controlling financial performance at either whole of organisation or divisional level.
- Demonstrated experience in achieving high levels of corporate governance and compliance.
- An understanding of the statutory and regulatory environment relevant to Local Governments and the role and functions of Local Government.
- Demonstrated experience in relationship building and engaging effectively with the community and other key stakeholders.

Qualifications

- Tertiary Qualifications in a discipline relevant to Western Australian Local Government.
- Post Graduate Qualifications in leadership, management or public or business administration are highly desirable.

Applicant Notes

These notes are provided to assist you in the preparation of your application and to help the selection panel evaluate your application.

APPLICATION:

Your application should include:

1. A comprehensive resume; and
2. A **three-page document** comprising: a one page cover letter providing an overview of your skills, experience and motivation for applying; and two pages addressing the essential selection criteria found within the Application Pack.

By submitting your application you agree to provide true and accurate information on your career history and qualifications.

It is essential that the information you provide is clear, concise and relevant, so that the selection panel can readily assess your claim for the position.

Initially based on written applications, candidates who demonstrate that they meet the requirements of the role and, relative to other candidates, appear to be competitive, will be considered for interview.

LODGEMENT OF APPLICATION:

Applications should be made online at www.beilbydt.com.au quoting job reference **1119260**.

Applications will close at **4pm AWST on Monday 21 September 2026**.

Late applications will not be accepted.

We encourage applicants not to leave their application until the final day, as unexpected circumstances can arise and prevent submission before the closing time.

REFEREES:

Applicants should provide the names and contact details of at least two current referees in their application. This will include two managers or suitably senior colleagues that can comment on work outcomes, competencies and behaviours that are relevant to this position.

INTERVIEWS:

Interviews will be conducted either in person in Kalgoorlie, Perth, or via video conference.

Shortlisted applicants may be required to complete psychometric testing and/or Digital Interview in addition to reference checking, and may be required to attend a second interview.

BACKGROUND CHECKS:

Third party background checks will be undertaken for the preferred applicant – this includes qualification, police clearance, identity and social media verifications.

FURTHER ENQUIRIES:

For further information about the role please contact Emily Bulloch, Principal Consultant – Beilby Downing Teal on 0427 582 402 or ebulloch@beilbydt.com.au.



City of
**Kalgoorlie
Boulder**



Join Our Team

About Kalgoorlie-Boulder



The Goldfields Region

The City of Kalgoorlie-Boulder is a modern, thriving regional city located approximately 600km east of Perth.

With over 30,000 people living in the city, Kalgoorlie-Boulder combines the welcoming and community-focused attributes of a regional community, with the amenities and facilities of a metropolitan city.



9,825 (33.5%)

Of the population were born overseas



2,244 (7.7%)

Of the population identify as Aboriginal and/or Torres Strait Islander people



1,698 (17%)

Of the population speak a language other than English at home



The median age of people in is 34 years, with 22% of the population aged newborn to 14 and 9.1% aged 65 years and over.

As the heart of the Goldfields, Kalgoorlie-Boulder is the strategic link between the east-west and north-south infrastructure corridors. The Great Western Woodlands surround the city, which is considered the largest intact temperate woodland remaining in the world.

The city has a unique and celebrated heritage, stemming from the gold rush of the 1890s. Kalgoorlie-Boulder played an instrumental role in the Federation of Australia, and its historical buildings are iconic and widely recognised.

The city is home to the richest square mile of gold in the world, with a multitude of mining and processing companies operating in the area. There is also a strong local business community that helps support a thriving tourist economy.





ECONOMIC ZONE

TOP EMPLOYING INDUSTRIES

MINING • CONSTRUCTION •
MANUFACTURING • HEALTH CARE
RETAIL • EDUCATION

50+ YEARS OF IDENTIFIED
MINERAL RESOURCES

19 DIFFERENT MINERAL
COMMODITIES, INCLUDING
MAJOR GOLD DEPOSITS

MEDIAN HOUSEHOLD INCOME



\$2,324 PER WEEK

TOTAL MINES OPERATING
IN ECONOMIC ZONE **163**



78

MINES UNDER
DEVELOPMENT OR
CONSIDERATION



LIFESTYLE

POPULATION

73% OF
FAMILIES

48 DIFFERENT
COUNTRIES



25° AVERAGE
TEMPERATURE



140

SPORTING ORGANISATIONS



13

ARTS AND CULTURE
ORGANISATIONS



EDUCATION

WESTERN AUSTRALIAN
SCHOOL OF MINES



RANKED #2
IN THE WORLD FOR
MINERALS AND MINING
ENGINEERING

FUNDED MINING INNOVATION HUB

300+ NATIONALLY
RECOGNISED
TAFE COURSES

17

SCHOOLS



6 SECONDARY SCHOOLS
11 PRIMARY SCHOOLS



PROPERTY

\$465K 
MEDIAN HOUSE PRICE

MEDIAN WEEKLY RENT

11%  **20%**
LESS THAN PERTH LESS THAN SYDNEY



167ha

COMMERCIAL
AND OFFICE LAND

370ha

PROPOSED NEW
INDUSTRIAL LAND



CONNECTED

1hr

DAILY FLIGHTS
TO PERTH



DAILY PASSENGER
TRAIN TO PERTH



TOURISM

283K

VISITORS PER YEAR



CONTRIBUTES
\$276M_{pa}



ECONOMY

\$5.37B GROSS REGIONAL
PRODUCT 

\$1B LOCAL SPEND

74c IN THE \$ SPENT IN
KALGOORLIE-BOULDER
STAYS IN THE CITY



7,326 BUSINESSES

16,300 PEOPLE IN THE
WORKFORCE



A place where career meets lifestyle

In the true spirit of an Australian regional community, everyone is welcome here, and we encourage people from further afield to join us in the Goldfields. The possibilities and opportunities are endless.

The City operates a number of quality facilities including an airport, arts centre, recreation centre and a golf course; and actively invests in the community to help future-proof our city.

There are plenty of opportunities to meet people, make friends and become part of this community with a variety of sport, arts and culture and other community groups that are active throughout the year.



Education

Excellent local schools means your entire family will be able to flourish. Kalgoorlie-Boulder is home to a world-class education and training sector, with primary, secondary, tertiary and vocational education and training offerings.

There are a number of daycare facilities in Kalgoorlie-Boulder with options including family day care services, occasional care, before and after school care and vacation care.



Heritage

The city has a unique and celebrated heritage, stemming from the gold rush of the 1890s. Kalgoorlie-Boulder played an instrumental role in the Federation of Australia, and its heritage buildings are iconic and widely recognised.

The City operates the Goldfields War Museum in the Boulder Town Hall as well as running regular tours of its Kalgoorlie Town Hall. The Kalgoorlie-Boulder Visitor's Centre has a wealth of local information and offers self-guided walking tours showcasing the local history.





Sport and Recreation

There are plenty of opportunities for both team and solo sports, and the City of Kalgoorlie-Boulder provides and maintains multiple sporting facilities for the vast array of user groups.

Sport and recreation opportunities include:

- Club sports for adults including competitive and social competitions throughout the week;
- Individual sports for adults including local and intrastate competitions;
- Social groups including triathlon, cycling, running, swimming squad;
- Various swim schools for children and adults;
- Junior development and club/competitive programs for children (including AFL, soccer, basketball, tennis, t-ball, dance, gymnastics, hockey, netball, combat sports, equestrian and combat sports);
- Men's Shed;
- Gardening;
- Parks, skate park, walking and cycling trails;
- Numerous local gyms.

Kalgoorlie-Boulder clubs welcome members and volunteers, and many hold weekly social events coinciding with children's or adults' games.

140

Sporting Organisations

60

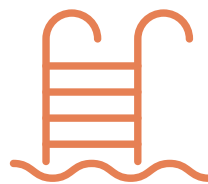
Different Local Sports

11

Grassed Playing Fields

30+

Kilometres of
Bike Paths



Goldfields Oasis Aquatic facility with Olympic pool



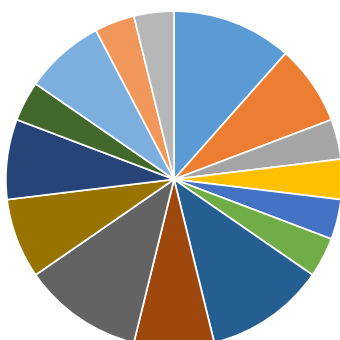
Ample public open space and facility availability



Established clubs dating back to the 1800's



City provides significant number of leases to sporting groups



- Netball
- Volleyball
- Soccer
- Basketball

- Shooting
- Horses/Equestrian
- Hockey
- Football

- Combat
- Cricket
- Touch Rugby
- Lawn Bowls

- Softball
- Cycling
- Tennis



Arts and Culture

The City operates the Goldfields Arts Centre which hosts a range of shows throughout the year including:

- Dance;
- Orchestras;
- Comedy;
- Vocal artists; and
- Stage shows.

The City also hosts events at its outdoor soundshell facility including:

- Sunset Concert Series; and
- Vocal artists

In addition, there are a variety of arts and culture associations in Kalgoorlie-Boulder including local groups and classes for:

- Theatre and musicals;
- Dance and acrobatics;
- Art;

- Photography;
- Craft;
- Pottery;
- Woodwork;
- Metalwork;
- Music lessons.

Annual community events include:

- Multicultural Festival;
- Christmas Street Party;
- St Barbara's Parade;
- Senior's Christmas Luncheon;
- Springfest;
- KALeidoscope;
- Youthfest, Kidsfest and a range of pop-up events throughout the year.

Dining

There is no shortage of restaurants, cafes and pubs for you to enjoy coffee, a meal or cocktails and a number of venues host weekly live music performances.



Volunteerism

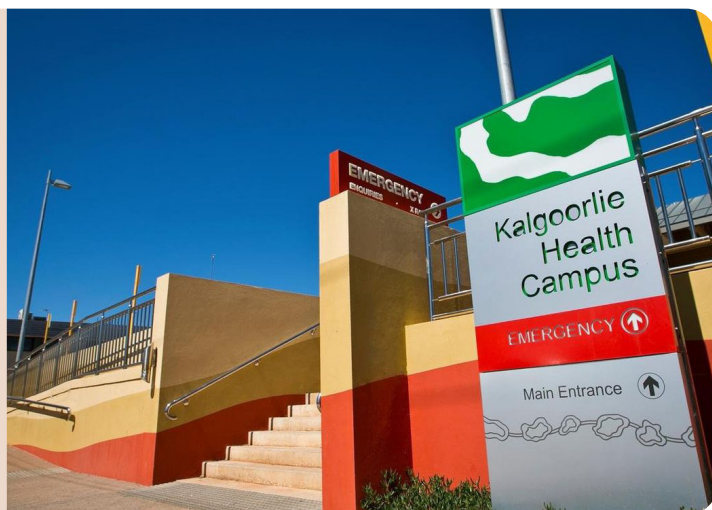
There are many clubs, associations and programs in Kalgoorlie-Boulder that welcome volunteers. If you'd like to get involved in the community, you will be able to find an opportunity to volunteer in a way that suits your interests, abilities and availability.



Health Services

The Kalgoorlie Health Campus offers a range of health and allied health services including emergency, paediatric and maternity care, telehealth and visiting specialists.

There are a number of GP and dental clinics in Kalgoorlie-Boulder and a range of public and private allied health services and natural health practitioners.



Transport Links

There are multiple daily one hour flights to Perth which are subsidised through a residential airfare rate. There is also a daily train service with Wifi for those who wish to have a more leisurely 7 hour trip to Perth.





Outdoors

The Great Western Woodlands surround the City, which is considered the largest intact temperate woodland remaining in the world. Immersed in a diverse natural environment, your weekends can be spent camping, hiking, cycling and exploring. The great outdoors is right on your doorstep.

Throughout the Goldfields region there are multitude of day trip or weekend adventures to be had.