



May 2026



City of Nedlands

## Chief Executive Officer Application Pack

# About the City of Nedlands



The City of Nedlands is situated just 7km from Perth and stretches from the banks of the beautiful Swan River to the edge of the Indian Ocean. A population of over 22,000 live in the suburbs Dalkeith, parts of Floreat, Karrakatta, Mt Claremont, Nedlands, Shenton Park, and Swanbourne.

The City of Nedlands is home to:

- City of Nedlands Library
- Mt Claremont Library
- Tresillian Arts Centre
- Positive Ageing Program
- 36 Playgrounds & 59 Parks/Reserves
- City Admin Building
- City Depot

View the City's Council Plan here: <https://www.nedlands.wa.gov.au/documents/895/council-plan-2023-2033>

## Our Purpose and Values

The City of Nedlands exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

This is in accordance with the *Local Government Act 1995* (Section 1.3 (3) Role of Local Government).

We fulfil our purpose through the following roles:



### Lead

We lead strategic planning to create and achieve a shared vision for the future.



### Provide

We provide infrastructure, services and events to meet local needs.



### Advocate

We are a voice for the local community on contemporary issues.



### Educate

We deliver public education programs for improved sustainability and wellbeing.



### Facilitate

We enable service delivery through partnerships, funding and other support.



### Regulate

We regulate compliance with legislation, regulations, local laws and policies.

## Our values

### Partnership

We work together for the benefits of the community.

### Fairness

We provide consistent, fair and unbiased treatment for the whole community.

### Accountability

We conduct our business and all our services in an open, transparent and financially responsible manner.

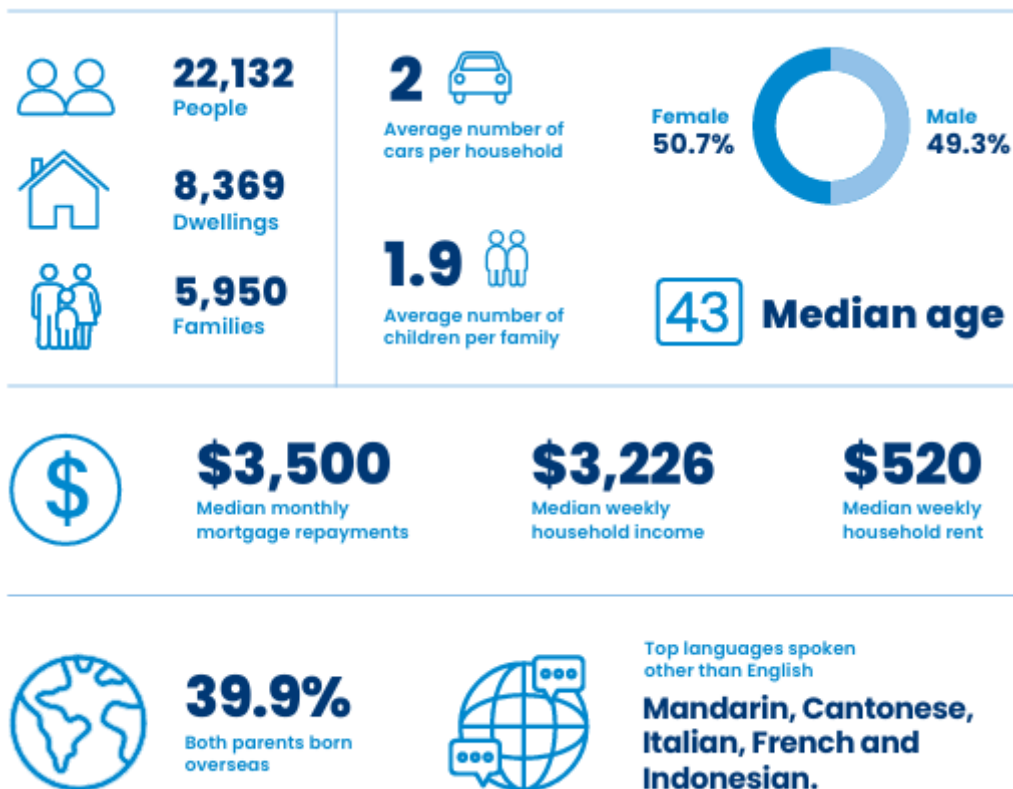




The City of Nedlands is home to one of the most affluent and educated communities in Australia. In the 2021 ABS Census, 66% of residents who had undertaken post-secondary education held a Bachelor degree or higher compared to the Western Australian average of 38%. There is a strong sense of community with high involvement in volunteering. Close to 29% of residents aged 15 years or older are involved in a volunteer role, compared to the Western Australian average of 17%.

Community members are active participants in sports, recreation, arts, culture and heritage. The City of Nedlands is committed to fostering good health and wellbeing through community facilities such as the Tresillian Arts Centre, Jo Wheatley All Abilities Play Space, and local libraries, through community programs and activities such as the Emerge Youth Art Awards and Positive Aging Program, and through beautifully presented parks and gardens.

The City of Nedlands contains six important bushland conservation reserves that form part of the larger South-West Botanical Province and one of the world's 36 recognised global biodiversity hotspots. With natural vegetation ranging from coastal shrublands and grasslands, to Banksia, Marri, Jarrah and Tuart woodlands, and rushlands along the Swan River, these areas provide important habitat and ecological linkages for local flora and fauna, including Carnaby's Black-Cockatoos and Forest Redtailed Black-Cockatoos. The City collaborates with residents to protect and enhance the region's biodiversity through collaborative bushland management programs. The City of Nedlands is proud to maintain a beautiful place for all to enjoy.



# Advertisement Chief Executive Officer



**Partner with the newly Elected Mayor and Councillors to repair and rebuild the City of Nedlands.**

- Steer the City with commitment, integrity and energy
- Advocacy, leadership and a community focus
- SAT Band 2 TRP \$246,467 - \$383,393 on a contract of five years

## THE CITY

The City of Nedlands is a Band 2 Local Government with a vibrant, diverse and engaged community. Situated just 7km from Perth and with a population of over 22,000, the City stretches from the banks of the beautiful Swan River to the edge of the Indian Ocean. Continuing the important work of the Commissioners, the City is at a crucial juncture and is seeking a highly reputable and experienced Local Government professional to support community wellbeing, deliver meaningful services and create a safe, respectful and inclusive workplace where people can thrive, contribute and grow.

## THE ROLE

Partnering with Elected Members, the Chief Executive Officer will bring clarity, stability and inspiration to the organisation. The CEO will build trust and genuine connection with staff, Council and the community, and will create an environment where people feel safe, supported and valued. Through strategic leadership, the highest standards of governance and compliance, and exceptional interpersonal skills, the CEO will influence the future success of the City.

## REQUIREMENTS

To ensure success in this critical role, the new Chief Executive Officer will be a well-regarded Executive Local Government professional with proven capability in leading high-performing teams and driving cultural development in complex organisations. The ideal candidate will have an optimistic and energetic approach coupled with a focus on the community. Experience leading organisations through change, growth or complexity and a people-centred approach is essential.

## IN RETURN

An attractive remuneration package in accordance with the SAT Band 2 role in the range of \$246,467 - \$383,393 will be offered to the successful candidate on a contract of five years.

To apply please click the Apply Now button or visit [www.beilbydt.com.au](http://www.beilbydt.com.au) quoting reference **1040854**. Please provide a comprehensive resume together with a covering letter of no more than two pages, addressing the 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](mailto:ebulloch@beilbydt.com.au).

Applications will close at **4pm AWST on Friday 5 June 2026**.

Canvassing of Elected Members will disqualify.



## Position Description

**Title:** Chief Executive Officer  
**Division:** Executive  
**Level:** Band 2 Council LG CEO

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## Organisational Overview

The City of Nedlands community is vibrant, diverse and engaged. The City stretches from the Swan River to the coast. Our residents value their natural environment, heritage character, high-quality public spaces and strong neighbourhood identity.

Within the organisation, we are united by a commitment to support community wellbeing, deliver meaningful services and create a safe, respectful and inclusive workplace where people can thrive, contribute and grow.

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## Organisational Values

We strive to live our Values in what we do, both internally and externally.

**Accountability** We conduct our business and all our services in an open, transparent, and financially responsible manner.

**Partnership** We work together for the benefit of the community.

**Fairness** We provide consistent, fair and unbiased treatment of the whole community.

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## Organisational Relationships

**Reporting to:** Council  
**Membership of:** Executive Leadership team  
**Supervision of:**

- Director City Performance and Community Development
- Director City Development and Regulatory Services
- Director City Infrastructure and Environmental Services
- Chief People Officer
- Manager Executive and Project Management Services
- Manager Communications and Stakeholder Relations
- Manager Governance and Risk Management

## Position Overview

The Chief Executive Officer (CEO) provides people first leadership that champions a strong organisational culture, builds meaningful relationships, and ensures the community's aspirations are reflected in every decision.

The CEO supports Council as the community's elected voice, and empowers staff to deliver high quality, responsive and compassionate services.

This role requires a leader who:

- Brings clarity, stability and inspiration to the organisation.
- Builds trust and genuine connection with staff, Council and the community.
- Creates an environment where people feel safe, supported and valued.
- Ensures decisions reflect empathy, evidence and community outcomes.
- Leads with humility, openness and respect for diverse perspectives.
- Translates Council's strategic direction into real outcomes that strengthen community wellbeing.
- Ensures governance, compliance and resource management are of the highest standard.
- Builds an easy-to-do business philosophy and approach embedding this across all Council activities

The CEO influences the City's success not only through strategic leadership, but through the way they engage, listen, support and inspire people.

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## Position Objectives

### Leadership

- Demonstrates vision and values-based leadership.
- Demonstrates a strong commitment to customer service excellence and ensure a positive, community centred service culture is embedded across the organisation.
- Leads and develops a high performing Executive Team founded on trust, confidence and respectful relationships.
- Models collaborative, people focused leadership that builds capability and shared purpose.
- Promotes transparent and well governed decision making that supports accountability and responsible resource use.



- Provides steady, empathetic leadership through change while encouraging continuous learning and adaptability.
- Champions equity, opportunity and professional development to build a skilled and supported workforce.
- Fosters a culture that embraces innovation, curiosity and contemporary approaches to enhancing services and community outcomes.
- Maintains visible and accessible leadership that builds confidence and connection across the organisation.

### **Strategic Delivery**

- Provides clear, future-focused leadership that ensures the City has the systems and capability to achieve Council's priorities.
- Shapes and communicates a compelling strategic vision for the City's future.
- Embeds the Strategic Community Plan in operational planning, service delivery and decision-making.
- Inspires staff to recognise the value of their work and its contribution to the City's long-term goals.
- Ensures strategic planning is collaborative, evidence-based and responsive to community needs and emerging challenges.
- Strengthens organisational alignment so teams clearly understand how their work supports broader strategic goals.
- Monitors performance and proactively identifies opportunities for improvement and innovation.

### **Governance, Compliance & Council Support**

- Provides Council with accurate, balanced and impartial advice.
- Ensures compliance with the *Local Government Act 1995* and all statutory obligations.
- Maintains strong governance frameworks that uphold transparency, integrity and responsible risk management.
- Fosters respectful and professional relationships between the Administration and Elected Members.
- Supports the Mayor and Councillors in their roles as civic leaders.

### **Community & Stakeholder Engagement**

- Develops strong relationships with government representatives, regional partners and key stakeholders to advance community priorities.
- Promotes and facilitates effective community participation and engagement processes.



- Builds and maintains positive relationships with the community based on respect, trust and transparency.
- Represents the City with professionalism and approachability at community events, external committees and public forums.

### **Resource Management**

- Provides strong stewardship of the City's financial sustainability and responsible use of public funds.
- Oversees long-term financial planning that balances community expectations with organisational capacity.
- Ensures effective management of human, financial and physical resources.
- Champions positive workforce practices, contemporary People and Culture approaches, and a safe, supportive work environment.

### **Work, Health & Safety**

- Acquires and maintains up-to-date knowledge of work health and safety matters in accordance with the *Work Health and Safety Act 2020* and the Work Health and Safety (General) Regulations 2022.
  - Understands the nature of the City's operations and the associated hazards and risks across all directorates.
  - Ensures the City has effective resources, systems and processes in place to eliminate or minimise risks to health and safety as far as reasonably practicable.
  - Ensures the organisation has clear, reliable processes to receive, consider and respond to information about work-related incidents, hazards and risks in a timely and transparent manner.
  - Ensures the City implements and maintains processes to meet all WHS duties and obligations, including reporting notifiable incidents, consulting with workers, complying with notices, providing appropriate training and instruction, and supporting Health and Safety Representatives with their training entitlements.
  - Builds a psychologically safe workplace.
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## Selection Criteria – all essential unless otherwise stipulated

- Extensive senior leadership experience in local government, including leading complex portfolios and multidisciplinary teams across technical disciplines.
- High level strategic financial management experience, including developing business plans and budgets and overseeing financial performance at a whole of organisation or divisional level.
- Demonstrated experience leading contemporary organisational reviews, change management, performance improvement and cultural transformation initiatives.
- Strong governance capability, including a comprehensive understanding of the statutory and regulatory environment and the roles and functions of local government.
- Highly developed stakeholder engagement and communication skills, with a proven ability to build positive internal and external relationships across political, legal, economic and social stakeholders.
- Proven capability in implementing evidence-based decisions with a strong track record of delivering complex and transformational projects.
- Strong commitment to internal and external customer service, and the delivery of timely, reliable and expert advice within areas of responsibility.

### Qualifications

- Tertiary qualifications in a discipline relevant to public sector management
- Post graduate qualifications in leadership, management or business administration are highly desirable

### Extent of Authority

- Delegated authority as determined by Council, to manage Council's services, functions and expenditure
- Accountable for organisational efficiency and effectiveness
- Position operates within the limits of Council Policy, Council resolutions, Delegated Authority and requirements of relevant legislation
- Position operates independently from supervision and problem solving and is performed using own initiative within Council Policy

# 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:

- A comprehensive resume; and
- A covering letter of no more than two pages, addressing the 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](http://www.beilbydt.com.au) quoting job reference **1040854**. Applications will close at **4pm AWST on Friday 5 June 2026**.

## 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 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 employment history verifications.

## PRE-EMPLOYMENT MEDICAL:

The preferred applicant will be required to undertake a pre-employment medical to ascertain if they are fit and can safely perform the inherent requirements of the role.

## EQUAL OPPORTUNITY:

The City of Nedlands maintains an equal opportunity policy in assessing all applications for any advertised position and provides a smoke free work environment.

## WEBSITE:

The City maintains a website [www.nedlands.wa.gov.au](http://www.nedlands.wa.gov.au) which contains substantial information.

## 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](mailto:ebulloch@beilbydt.com.au).