

CANDIDATE INFORMATION PACK
Chief Executive Officer
Action on Poverty



Welcome from the Chair



Tim Lovitt
Chair of the Board

Dear Candidate,

Thank you for taking the time to explore the Chief Executive Officer role at Action on Poverty (AOP).

For over four decades, AOP has championed a distinct, transformative vision of international development: one that places local organisations, leaders, and communities firmly at the center of their own progress.

We believe the most powerful solutions to global poverty are not designed in isolation, but are forged within the communities that live them every day. Our mission is to identify, strengthen, and scale those proven local innovations into sustainable, high-impact programs by partnering with changemakers wherever they may be.

The Strategic Opportunity

You join AOP at a pivotal strategic inflection point. Supported by an established global partner network and strong institutional foundations, we are actively sharpening our positioning in the sector. We are moving beyond traditional pass-through aid models to solidify our position as a high-value developer and multiplier of locally-led solutions—scaling cost-effective, climate-resilient initiatives across the Indo-Pacific and beyond.

As CEO, you will lead a dedicated team based in Australia and Vietnam while driving core strategic priorities, including:

- **Institutional Integrity:** Safeguarding our gold-standard DFAT Accreditation, ACNC compliance, and rigorous safeguarding standards across all operations.
- **Financial Resilience:** Maximizing grant efficiency (including our ANCP portfolio), standardising cost-recovery frameworks, and ensuring long-term financial stability.
- **Solution Pipeline & Positioning:** Translating grass-roots innovations into productized, scalable solutions that attract diverse institutional, corporate, and philanthropic partners.

Our Governance & Leadership Culture

Our Board is eager to hand over executive command to an energetic, capable leader. We offer an engaged, supportive Board that values clear operational boundaries, open communication, and executive autonomy. We are seeking a collaborative partner—a leader who combines strategic vision and commercial realism with deep empathy for our staff, partners and communities.

If you are an authentic, operationally grounded executive who thrives on turning ambitious vision into measurable impact, we would be delighted to receive your application.

Warm regards,
Tim Lovitt
Chair of the Board
Action on Poverty Limited

Acknowledgement of Country

Action on Poverty acknowledges the Gadigal people as the traditional owners and custodians of the land on which we work. We pay our respects to the traditional owners of all the lands on which we work around the world.

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Role Summary

Organisation:

Action on Poverty

Job Title:

Chief Executive Officer

Reports to:

Board of Directors

Job Type:

Permanent full-time

Location:

Sydney-based, hybrid with three days per week in the Sydney office

Direct Reports:

- Director of Engagement
- Head of Finance (newly incoming)
- Director of International Programs
- Director of Product Development and Innovation

Expected Salary:

The remuneration for this role is circa \$200,000 base, plus superannuation and salary packaging benefits. If this falls outside your expectations but you are motivated by the opportunity to make a significant impact on the lives of many in poverty, we encourage you to apply.

[The full position description can be found here.](#)

Background Information

Established in 1968, Action on Poverty (AOP) is an Australian venture philanthropy specialist and high-impact accelerator dedicated to maximising philanthropy through effective, scalable, and measurable solutions to global poverty. AOP's goal is to impact one million people globally per year by 2030. To date, AOP has reached 3 million people in 42 countries with an average 4.4:1 return on investment.

AOP partners with changemakers in local communities to convert new or innovative ideas into scalable, evidence-based and cost-effective solutions that address the root causes of poverty. AOP focuses on identifying, strengthening, and scaling the 'big bet' high-potential, locally led initiatives that, with the right support, can catalyse systemic change.

AOP's international work is grounded in integrity and accountability. They are fully accredited with the Australian Department of Foreign Affairs and Trade (DFAT), a signatory to the Australian Council for International Development (ACFID) Code of Conduct and registered with the Australian Charities and Not-for-profits Commission (ACNC) with a DGR 1 status.

Benefits & Culture:

- A values-led, human-centred, supportive, and flexible work culture and board.
- Huge scope and autonomy to evolve and shape a 60-year established nonprofit.
- An attractive non-profit salary and salary packaging are offered.
- Up to approximately 20 days per year of international and domestic travel required.



Read more about [Action on Poverty on their website](#).
Download the latest [Annual Report](#).
Access their [ACNC profile](#).

Board of Directors



**Tim
Lovitt**
Chair

Tim Lovitt is a governance and operational leader specialising in high-stakes, regulated environments, with expertise in systems architecture, portfolio operations, digital transformation and strategic governance. As Chair of Action on Poverty, he focuses on building the frameworks and organisational capabilities needed to support sustainable impact, effective governance and long-term value.



**Layusa
Isa-Oddidi**
Board Member

Layusa Isa-Oddidi is a Partner at Dalberg Advisors, working across the Asia-Pacific region on strategies that promote inclusive growth and cross-sector collaboration. A specialist in gender and social inclusion, she brings multidisciplinary expertise in strategy, measurement and evaluation, supported by an MPA in International Development, an MBA and a Bachelor's degree from Harvard University.



**Claire
Mallinson**
Board Member

Claire Mallinson is an experienced international human rights and not-for-profit leader who served as CEO of Amnesty International Australia for 12 years, delivering significant impact, legislative change, organisational growth and governance reform. She has also held senior marketing and leadership roles with major environmental and cancer research organisations and currently chairs The Sunrise Project Australia, alongside serving on the Action on Poverty Board.



**Merrilyn
Clancy**
Board Member

Dr Merrilyn Clancy is a policy and advocacy leader with expertise spanning health, medical research, financial policy and professional advocacy, with a strong focus on social equity, community wellbeing and government engagement. She brings extensive experience in policy development, parliamentary and government engagement, grant development and stakeholder collaboration, translating organisational priorities into compelling advocacy that drives systemic change.



**Alice
Xu**
Board Member

Alice Xu is a senior risk and finance executive and actuary with more than 20 years' experience across enterprise risk, capital management, reinsurance, pricing and ESG in the property and casualty insurance sector. She has held leadership roles with QBE, Suncorp and Hollard, bringing deep technical expertise and a commercially grounded approach to governance, regulatory transformation, financial resilience and strategic decision-making.

Vision, Mission and Values

AOP’s vision, mission and values are our anchor

A DFAT-accredited Australian INGO with almost six decades of partnership-based work across Asia, Africa and the Pacific.

OUR MISSION

We identify high-potential, locally led initiatives and work alongside partners and funders to strengthen them into solutions that can be sustained and scaled by communities, governments, or market actors — so people living in poverty experience measurable, lasting improvements in wellbeing, resilience, and opportunity.

OUR VISION

All people thriving in a world without poverty.

AOP believes this is realised when bold, locally led initiatives are recognised, resourced and accompanied to grow, scale, and deliver lasting impact.

OUR VALUES

- Integrity

Open, transparent, accountable.
- Pursuit of excellence

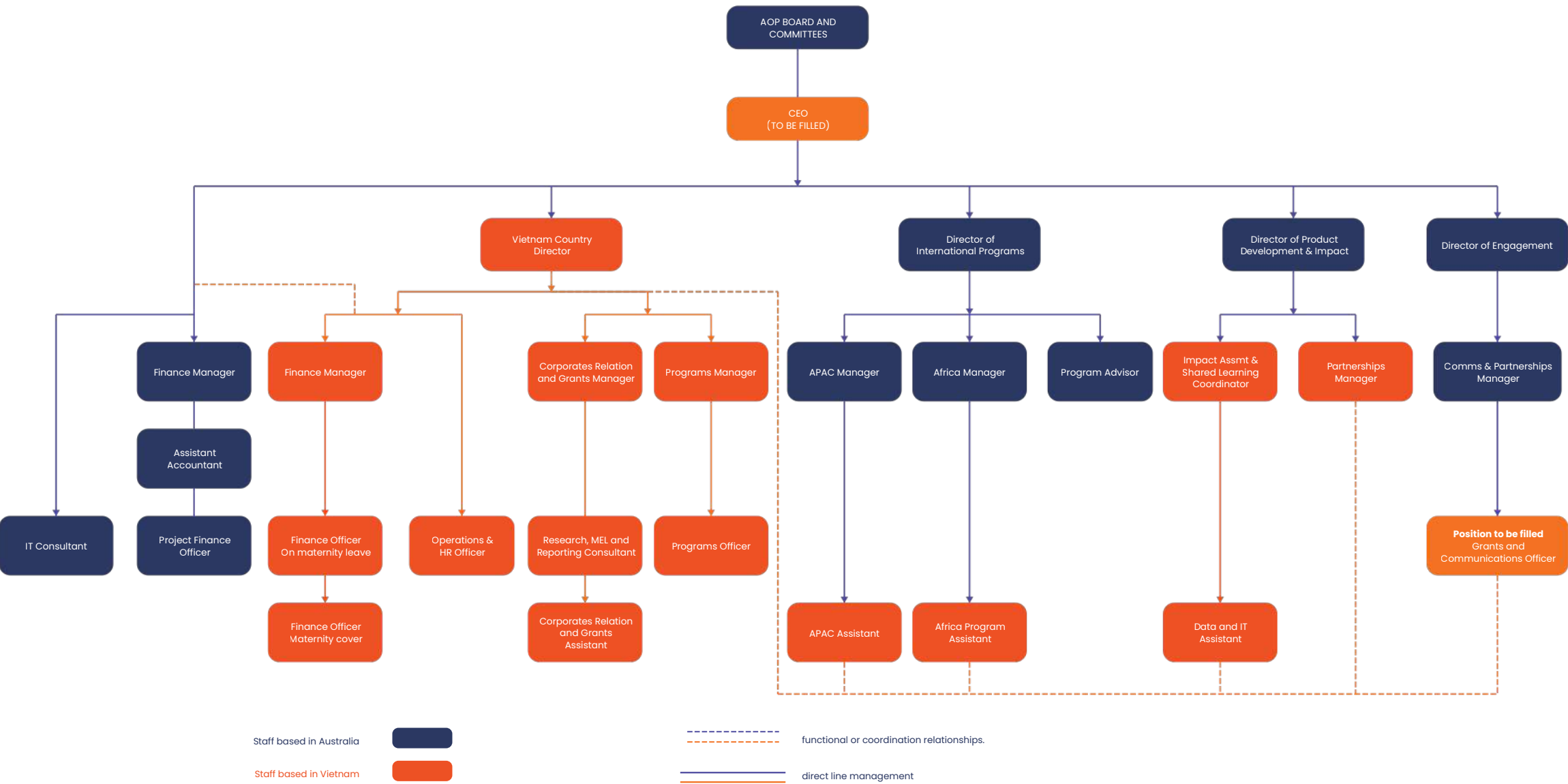
The highest standards in all we do.
- Respect

Valuing the people we work with.
- Innovation

Courage to find better ways.
- Collaboration

Working with others to optimise impact.

Organisational Chart



Key Responsibilities

Reporting to the board of directors, the Chief Executive Officer provides leadership and management of AOP, overseeing a senior team of development professionals based in Sydney and Southeast Asia.

You will ensure financial sustainability and programmatic impact through effective resource management and service delivery, function as the primary external representative to advocate and build partnerships, and foster a strong organisational culture, empowering staff and volunteers to achieve the organisation's mission.

You'll work closely with the board and staff to implement and develop AOP's existing strategic objectives while developing new opportunities and relationships to leverage its impact. Other key responsibilities include:

- Developing the strategic direction and impact model in line with AOP's vision and mission.
- Ensuring sound financial management, including budgeting, reporting, and compliance.
- Leading, coaching, and mentoring, staff across Sydney and Vietnam, supporting AOP's values-aligned culture.
- Building and maintaining effective relationships with key stakeholders including DFAT officials, donors, partners and other organisations.
- Overseeing program design and implementation; ensuring robust monitoring and evaluation and quality control.



The Candidate

You are an entrepreneurial executive leader with a strong people focus and experience in the international development sector. You demonstrate a deep understanding of international development programs and their requirements and relevant donor relationships including large philanthropic foundations and DFAT. Experience innovating philanthropic investment solutions and leading DFAT accreditations would be highly regarded.

You also bring:

- Knowledge of key stakeholders and funding partners and their requirements.
- Successful experience negotiating large philanthropic donations and investments.
- Leadership of a senior cross functional team including programs and finance.
- Demonstrated ability to develop and implement innovative strategies to meet organisational and financial objectives.
- Postgraduate qualifications in finance, accounting, business administration, or equivalent business experience.

[To apply please follow this link to the NGO Recruitment website.](#)

Next Steps

Your Application:

- Please [read the complete position description](#) and follow this [link to apply online](#).
- As we have a rolling model of recruitment there is no closing date for this role, and we recommend you apply as soon as possible.
- With your application, please include your CV and a cover letter that addresses the skills required section of the advertisement.
- Receipt of your application will be acknowledged and you will receive updates as you move through the process, including if you have been selected for interview.



FAQs

What is the close date for applications?

As we have a rolling model of recruitment, we assess applications as they are submitted; this means that we do not recruit to closing dates and recommend you apply to the opportunity as soon as you can to ensure you don't miss out. [Please apply here](#).

Is my background suitable for the role?

Our clients brief us extensively on their roles; when writing the advertisements, we take great care in outlining the brief and gaining our client's approval before publishing. When considering your experience and suitability for a role, we encourage having a close look at the "Key Responsibilities" page; if you identify with what's outlined, please submit your application.

We recommend addressing the "Candidate" page of the advertisement when writing your 1-2 page cover letter, as we have identified these as the essential competencies in a successful candidate.

Once candidates are shortlisted, the client or role may require a more detailed response to the selection criteria within the job description; we find this saves you time on the application process.

Can you tell me more about what the client is looking for?

The best way to self-assess your suitability for the role is to [read through the full position description](#), the "Key Responsibilities" and "The Role" sections of the advertisement.

We have in-depth discussions with any successful candidates and provide you with a full brief before any interviews you may have with our client.

Can you consider someone part-time?

No, this is a full-time role, part-time arrangements are not considered.

Can you tell me more about the client?

We encourage you to read more about Action on Poverty on their website, their LinkedIn page and explore relevant online publications.

When is the start date?

Recruitment has commenced for this role, which means our client is ready to select the right person; this should happen within the coming weeks as we move through the process. Clients prefer that the successful candidate starts as soon as they have worked out their notice period, however the start date is usually able to be negotiated.

Location/can you consider a remote worker?

Sydney-based, hybrid with three days per week in the Sydney office.

Salary guide

The remuneration for this role is circa \$200,000 base, plus superannuation and salary packaging benefits. If this falls outside your expectations but you are motivated by the opportunity to make a significant impact on the lives of many in poverty, we encourage you to apply.

What are the key objectives for the board/future direction of the organisation / key challenges in the role / is it a newly created role / why is the position available etc.

We will answer these sorts of questions as part of the discussion we have with the identified candidates of interest; however, we use the advertisement's tone to indicate if the client has a growth agenda or is looking for someone to bed down current programs. If it is a newly created role, we will state this within the advertisement or position description. Any research you may have done through the suggested channels above will also give you insight into the intentions for a role within their organisation.