



**CANDIDATE INFORMATION PACK**  
**Executive Director, Programs Delivery**  
Aboriginal Legal Service (NSW/ACT) Limited

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Executive Director, Programs Delivery

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# Role Summary

**Organisation:**

Aboriginal Legal Service (NSW/ACT) Limited

**Job Title:**

Executive Director, Programs Delivery

**Reports to:**

Chief Executive Officer

**Job Type:**

Full-time 3-year fixed-term contract

**Direct Reports:**

5-7 direct reports

**Location:**

Redfern | Some hybrid working arrangements available

**Expected Salary:**

The salary range is \$200k-250k + superannuation + salary packaging depending on experience.

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

# Background Information

Born out of a protest movement over 50 years ago, the Aboriginal Legal Service (NSW/ACT) Limited (ALS) is a fearless advocacy organisation, committed to achieving social justice and equity for Aboriginal and Torres Strait Islander people, families and communities. The primary objective of the ALS is to deliver high-quality, culturally safe legal and support services for Aboriginal people in NSW and the ACT.

With 390 FTE staff and a \$74M annual budget, ALS has had an exciting growth phase including the expansion of specialist services and teams to address systemic issues, drive structural reforms, and create opportunities for communities. ALS is now in the process of consolidating and implementing agreed strategic, operational and business improvement initiatives.

## The ALS values:

- We are proudly Aboriginal
- We are community focused
- We are fearless in our advocacy
- We are accountable
- We make a difference to create better futures
- We acknowledge and respect land, traditional values and cultural practices



You can find out [more about the ALS on their website](#).

Read [the ALS latest Annual Report](#).

# Key Responsibilities

As a key member of the executive leadership team this new role is responsible for the strategic leadership, oversight, and performance of all program delivery functions. The role includes responsibility for the programs and non-legal services and specifically you will:

- Lead the development and execution of organisation-wide program delivery strategy
- Mentor and develop a high-performing team of 5-7 senior program leaders
- Oversee the effective delivery and performance of programs across regions and service areas
- Drive consistent, high-quality programs which are outcomes focused and culturally appropriate
- Provide strategic advice to the CEO and Board on program performance, risks, and opportunities
- Identify innovation, continuous improvement, and service integration opportunities
- Ensure service delivery models, workforce leadership and strategic decisions reflect community needs
- Represent the organisation at senior forums and sector engagements



# The Candidate

You identify as an Aboriginal and/or Torres Strait Islander person and bring significant lived experience working within Aboriginal and Torres Strait Islander communities. You are a culturally grounded executive leader with the credibility, capability, and authority to lead large-scale, community-facing programs and can demonstrate:

- Significant executive or senior leadership experience in program/service delivery
- Proven ability to lead large, multi-site teams
- Experience managing budgets, funding agreements, and performance frameworks
- Demonstrated experience in application of governance, risk, and compliance
- Lived experience and contemporary application of culture
- Highly developed stakeholder engagement, negotiation and influencing skills
- A track record of driving change, performance, and continuous improvement
- Deep commitment to culturally safe, community-led service delivery

This is an Aboriginal/Torres Strait Islander identified position which is a genuine occupational qualification and is authorised under section 14(d) of the Anti-Discrimination Act 1977.

[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.

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# 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 use this link to apply.](#)

**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 you to have a close look at the "Key Responsibilities" page; if you identify with what's outlined, please submit your application.

We recommend thoroughly reading the "Candidate" page of this document when writing your 1-2 page cover letter, as we have included the key essential competencies of a successful candidate there.

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 this document.

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.

**Can you tell me more about the client?**

To get to know the client a bit better, we encourage you to [visit the ALS website](#) and [explore their LinkedIn page](#).

**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?**

The office is located in Redfern NSW, with some hybrid arrangements available. Remote workers are not considered.

**Salary guide**

The salary is \$200k - \$250k depending on experience + superannuation + salary packaging.

**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.