

POSITION DESCRIPTION

General Manager – Strategy Strategy Unit

Position Number	5001
Location	60 Smith Street, Darwin City, NT 0800 Ability to travel to regional and remote locations, if required
Reporting to	Chief Executive Officer (CEO)
Direct Reports	Engagement Manager Strategic Policy Lead
Special Provisions	Appointment is contingent upon receipt of a satisfactory National Criminal History check.
Required Qualifications	Tertiary qualification(s) in Public Policy, Political Science, Law, Social Sciences, Communications or a related discipline, relevant professional experience, or an equivalent combination of relevant experience and education/training.

About Aboriginal Investment NT

Aboriginal Investment NT is a corporate Commonwealth entity, established under the *Aboriginal Land Rights Act (Northern Territory) 1976*, and designed in partnership with Aboriginal Territorians. Our purpose is to work with Aboriginal Territorians to achieve economic, social and cultural impact through innovative approaches to investments, beneficial payments and other financial assistance. To support this, we have initial grant funding of \$180 million and an investment corpus of \$500 million. Our Aboriginal-controlled board share a vision of self-determination, with Aboriginal Territorians at the centre of Aboriginal Investment NT's work.

Purpose of the Position

The General Manager – Strategy is a senior executive role responsible for driving the strategic direction and public positioning of Aboriginal Investment NT. The role provides strategic leadership and operational oversight of four key business units within the Strategy Unit:

- Strategic Policy and Advocacy
- Stakeholder Engagement
- Community Engagement
- Media and Communications

As a member of Aboriginal Investment NT's Executive Team, reporting directly to the CEO, this position plays a critical role in supporting and aligning the organisation's core activities to its purpose, values and strategic objectives. The role contributes to executive decision-making and organisational planning and is responsible for shaping and overseeing strategies and work plans for each of the four key business units it manages. It directly manages the Strategic Policy Lead and Engagement Manager and provides strategic oversight of key partnerships and outsourced functions that support the organisation's visibility, integrity and impact, including media and communications, data and evaluation, and government reporting and accountability.

Version	2.0
Last updated	July 2025

Key Responsibilities

The following key responsibilities are not exhaustive and may include others as directed by the CEO and commensurate with skill set.

A) Leadership and Management

- Provide strategic leadership and high-level decision-making across the Strategy Unit, influencing the development of policies, priorities and operational practices that directly support Aboriginal Investment NT's legislative purpose and strategic objectives.
- Provide excellent, timely and authoritative advice, regular updates, and verbal and written reports to the CEO, Board, Board Committees and Executive Team on strategic, operational, financial and risk management issues within the Strategy Unit.
- Provide effective leadership, management and mentoring to the Strategic Policy Lead and Engagement Manager, fostering accountability, professional growth, and a positive, high-performance culture grounded in purpose, collaboration and continuous improvement.
- Direct and monitor the allocation of resources within the Strategy Unit to ensure the timely achievement of deliverables, ensuring appropriate resource allocation, cost controls, and financial accountability.
- As a member of Aboriginal Investment NT's Executive Team, and with the support of the Chief Risk Officer, embed a proactive culture of risk management and compliance with Aboriginal Investment NT's statutory and regulatory obligations (including *Aboriginal Land Rights (Northern Territory) Act 1976* and *Public Governance, Performance and Accountability Act 2013*).

B) Strategic Policy and Advocacy

- Provide strategic leadership and operational oversight of Aboriginal Investment NT's policy and advocacy agenda, identifying strategic issues, risks and opportunities, and shaping forward-looking responses that position the organisation to deliver on its mandate while influencing the broader policy landscape.
- Oversee the development of clear, evidence-based, research-grounded, and solutions-focused policies that promote Aboriginal self-determination, support economic empowerment, and drive long-term structural reform.
- Ensure all policy development is aligned with Aboriginal Investment NT's legislative purpose and strategic objectives, and consistently responsive to community feedback and priorities.
- Lead the development and implementation of robust frameworks and tools to effectively measure and report on Aboriginal Investment NT's outcomes and impacts, ensuring accountability, transparency and continual improvements.
- Oversee the preparation of high-quality submissions, briefings and strategic inputs to government inquiries, legislative reviews, and policy reform processes, ensuring Aboriginal Investment NT's voice is influential in positively shaping the enabling environment for its activities.

C) Stakeholder Engagement

- Provide strategic leadership and operational oversight of Aboriginal Investment NT's engagement with key external stakeholders, including the Responsible Minister (Minister for Indigenous Australians), National Indigenous Australians Agency, other federal

Government representatives, NT Government Ministers and agencies, and, where relevant, Land Councils, academic partners and other strategic partners.

- Oversee the development and implementation of Aboriginal Investment NT's stakeholder engagement strategy, fostering strong, respectful and influential relationships.
- Lead preparation of strategic correspondence and briefing materials to external stakeholders, including ministerial letters and briefs, ensuring they are clear and persuasive.
- Ensure the timely development of key organisational reporting documents, including Corporate Plans, Annual Reports, and Senate Estimates materials, in full compliance with relevant legislative and governance requirements.
- Represent Aboriginal Investment NT in external forums, functions and strategic meetings to promote the organisation's activities and agenda, build influence, and strengthen relationships.

D) Community Engagement

- Provide strategic leadership and operational oversight over place-based engagement with Aboriginal communities, Traditional Owners, and Land Councils, ensuring engagement is aligned with Aboriginal Investment NT's purpose and strategic objectives, and focused on building trust, deepening relationships, and fostering enduring networks that enable community-led development and investment.
- Ensure the insights and guidance from the Engagement Manager and Advisors, including on cultural protocols, regional dynamics and community priorities, are actively communicated to the CEO, Executive Team and Board, and meaningfully integrated into Aboriginal Investment NT's activities and decision-making.
- Oversee the development and implementation of a purpose-driven, community-responsive engagement strategy that ensures Aboriginal Investment NT's work is guided by cultural authority, shaped by community priorities, and tailored to the distinct needs and aspirations of each community – with respectful reciprocal relationships embedded at its core.

E) Media and Communications

- Provide strategic leadership and operational oversight of all communications and public messaging, ensuring alignment with Aboriginal Investment NT's purpose, values and strategic objectives.
- Lead the design and delivery of integrated strategies and work plans across media, social media, website development, newsletters, digital assets, and engagement campaigns, ensuring reach, clarity and resonance with target audiences at local, regional, and national levels.
- Provide strategic advice to CEO, Executive Team and Board on communications strategy and reputation management, including key issues with potential to impact Aboriginal Investment NT's public image, community and stakeholder relationships, and policy influence.
- Develop and craft strategic messaging, speeches, and speaking notes for key spokespeople, including the CEO, Executive Team and Board Directors, ensuring consistent, high-impact communication aligned with organisational positioning and narrative.

- Oversee Aboriginal Investment NT's brand identity and media and digital presence, maintaining a clear, credible and community-grounded voice across all platforms and public engagements.

Key Selection Criteria

A) Essential

- **Executive leadership experience:** Demonstrated executive-level experience in strategic policy development, advocacy, and/or stakeholder engagement, ideally within a government, Aboriginal, or community-controlled context.
- **Cultural capability and commitment:** Strong commitment to, and understanding of, Aboriginal self-determination, nation-building principles, and the relevant policy, governance and legal landscape affecting Aboriginal Territorians, with demonstrated cultural capability, including respect for diversity, deep cultural understanding, and the ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander peoples.
- **Strategic and analytical thinking:** Proven ability to identify and respond to complex strategic issues using high-level conceptual, analytical and problem-solving skills within dynamic policy and stakeholder environments.
- **Research and policy expertise:** Excellent research and analytical skills with demonstrated ability to synthesise complex information and develop evidence-based, solutions-focused policy responses.
- **Exceptional communication skills:** Highly developed written and verbal communication skills, including the ability to craft persuasive correspondence, strategic briefs, speeches, and reports for a range of audiences.
- **Stakeholder relationship management:** Demonstrated ability to build, influence and maintain strong, respectful relationships with diverse stakeholders, including Aboriginal communities and organisations, government, Land Councils, and other strategic partners.
- **Effective project and cross-functional leadership:** Demonstrated capacity to lead complex, cross-functional initiatives in a timely manner and amongst competing priorities, in partnership with multiple teams or organisations, ensuring delivery of high-quality, strategic outcomes.
- **People leadership and team development:** Proven leadership and people management experience with excellent interpersonal skills and the ability to support and develop high-performing and engaged teams, drive collaboration, and deliver results within a purpose-led environment.
- **Qualifications:** Tertiary qualification(s) in Public Policy, Political Science, Law, Social Sciences, Communications or a related discipline, relevant professional experience, or an equivalent combination of relevant experience and education/training.

B) Desirable

- Experience working in an Aboriginal-led organisation.
- Familiarity with the *Aboriginal Land Rights (Northern Territory) Act 1976*, relevant international law frameworks including the United Nations Declaration on the Rights of Indigenous Peoples, and broader political and legislative context of land rights and economic development in the NT.
- Understanding of nation-building principles, self-determination and impact investment approaches.

Organisation Expectations

- Contribute to the efficient and effective functioning of their team or work unit in order to meet organisation objectives. This includes demonstrating appropriate and professional workplace behaviours in accordance with the Code of Conduct, providing assistance to team members if required and undertaking other key responsibilities or activities as directed by one's supervisors.
- Demonstrate and promote the organisation Values, ensuring all workplace behaviour is appropriate in all workplace settings, proactively calling out inappropriate behaviour.
- Read, understand and comply with all organisation policies and procedures.
- Undertake risk management and actively support and participate in the risk management processes adopted by the organisation which include identifying, analysing and evaluating risk that may impact on the organisation.
- Work at and travel between other organisation office/s or to other locations from time to time as may be required during the course of employment.
- Complete all mandatory training such as required by the organisation.
- Demonstrate understanding of the principles of anti-discrimination, staff equity, work health and safety and other relevant legislation, and show the willingness and capacity to implement equal employment opportunity and work health and safety plans, policies and programs.

Work Health & Safety

- Ensure all activities comply with WHS legislation and organisation policy & procedure.
- Implement & monitoring risk management activities including, but not limited to, workplace inspections, incident/hazard investigation and follow-up, and support in implementation of risk controls.
- Analysis of WHS training requirements for staff including the provision of training and monitoring of training to ensure completion and currency.