

Candidate Information Pack

Organisation: Myli – My Community Library

Position: Chief Executive Officer

Consultant: Emma Alberici

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The Organisation

About Myli

Myli - My Community Library Ltd (Myli) is a not-for-profit and charity organisation delivering specialised library services dedicated to supporting communities to connect, belong and learn. It employs a team of 115 staff, and operates across 18 locations in Baw Baw, Bass Coast, Cardinia and South Gippsland Shires. We work closely with State and Local Government, community groups, advocacy groups, corporate partners, its library patrons and the public.

As an organisation Myli is constantly listening, testing, and adapting to the changing needs of its communities. It builds knowledge and skills that strengthen communities. Its people really do see libraries differently. Myli libraries are not just physical spaces, they put a focus on virtual and flexible services, catering to the present while anticipating the needs and expectations of future generations.

Myli is driven by its vision to connect and innovate. It knows that staying relevant is the only way to engage a community. These needs change over time, and it must have the agility to foresee the future, be ready, and adapt.

Values and Culture

Central to the delivery of quality library services for its communities is the support for its people. Myli stands out from the crowd because its people think differently, they have an innovative mindset and bring a contemporary approach to the delivery of library services.

At Myli, they live their values by being brave, building relationships and delivering excellence.

- They *bravely* anticipate and adapt with the changing needs of their communities.
- They build *relationships* with stakeholders, communities, and each other.
- They deliver *excellence* in everything they do.

Myli fosters a culture of leadership, empowerment, innovation, kindness, and psychological safety at every level.

Strategic Pillars

Connect: They are responsive and bring people together

Belong: They are inclusive and work with you

Learn: Their free resources allow minds to explore and create

Myli Goals

Making their service available to more people for more hours

Increase its membership and awareness of its service within the communities

Library Engagement Research

In August 2023, Myli commissioned a qualitative research project to better understand how the Cardinia Shire community engages with the local libraries and to explore community awareness of the different services available through libraries. This research was supported by a community consultation survey with members in the Bass Coast, Baw Baw and South Gippsland Shires. A number of opportunities were highlighted by this research to enhance access and relevance among a community that values what the libraries offer and have been included in the themes used to develop this library plan.



Vision, Mission and Values

Vision

Myli's vision is for connected, inclusive and resilient communities that are supported to grow and thrive.

Mission

Supporting communities is its mission. It helps people:

Connect: They are responsive and bring people together;

Belong: They are inclusive and work with you;

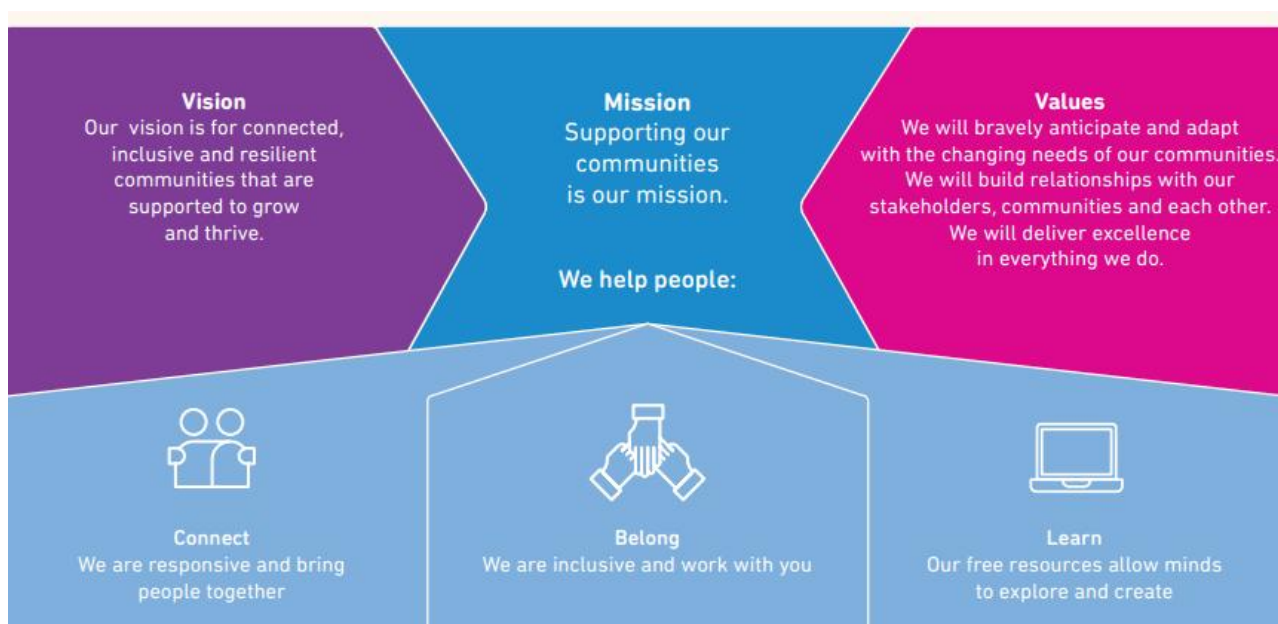
Learn: Their free resources allow minds to explore and create.

Values

Relationships: They build relationships with our stakeholders, communities and each other.

Excellence: They will deliver excellence in everything they do.

Bravery: They anticipate and bravely adapt with the changing needs of their communities.



Annual Report 2023-24

The 2023/24 Annual Report of Operations features information about Myli's activities, achievements and performance. The Board adopted the Annual Report at Myli's Annual General Meeting in February 2025.

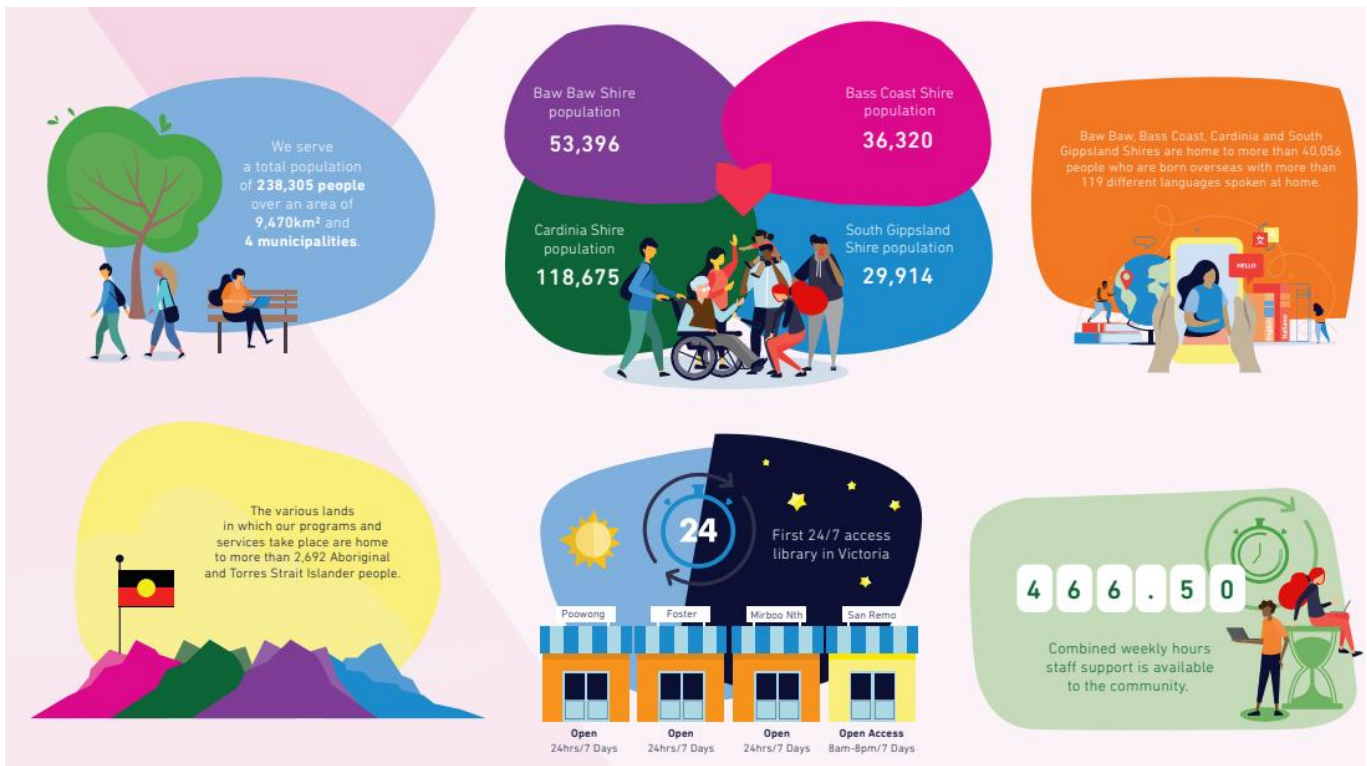
[Annual Report 2023-2024](#)

Library Plan 2021-25

The Library Plan is a road map that sets out the priorities and goals for a four-year period. Each year the Library Plan is reviewed to confirm key priorities for the remaining period and to guide the preparation of the Annual Budget. The Library Plan 2021-2025 was adopted by the WGL Board on Friday 25 June 2021. The Library Plan has been revised by the Myli – My Community Library - Board in June 2024.

[Library Plan 2021-2024](#)

Myli Community



Board of Directors



Cr Alanna Pomeroy

Chairperson & Non-Executive Director
(Cardinia Shire)



Simon Waller

Non-Executive Director
(Independent Director)



Cr Tricia Jones

Treasurer &
Non-Executive Director
(Baw Baw Shire)



Cr John Schelling

Non-Executive Director
(South Gippsland Shire)



Cr Jan Thompson

Non-Executive Director
(Bass Coast Shire)



Liam Brobst

Non-Executive Director
(Independent Director)



Oonagh Flanagan

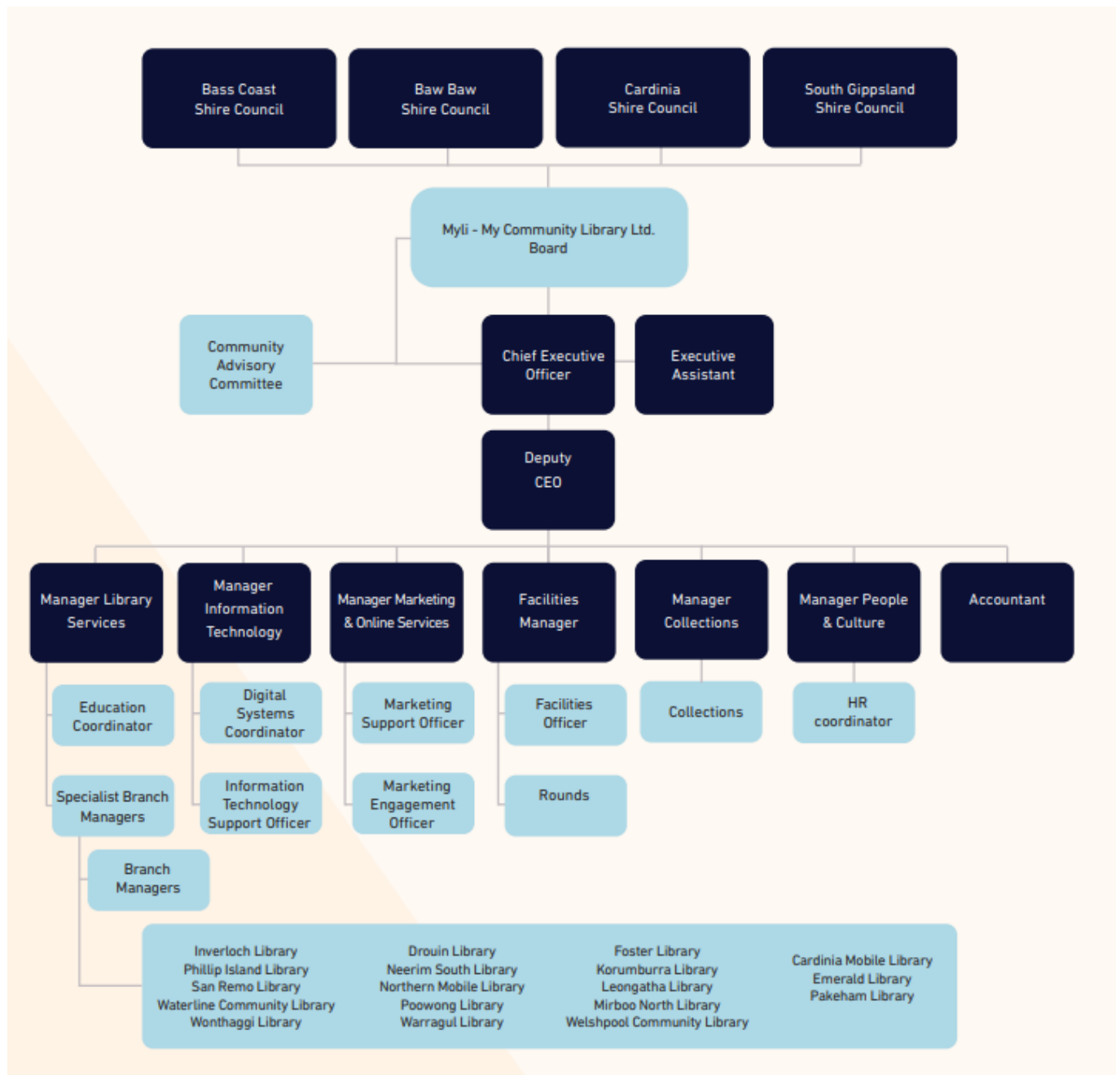
Non-Executive Director
(Independent Director)

Simon Waller – Simon is an international keynote speaker, author and futurist. With postgraduate qualifications in futures thinking and leadership, he helped leaders from micro-businesses to multinational organisations develop future scenarios and purposeful strategies.

Liam Brobst – Liam is a Director of Crafted Services where he leads teams in the exploration of new product, service and operational designs to deliver valuable outcomes. The contexts are diverse; professional services at Adobe, emerging artists at Universal Music Group and digital services at the Department of Finance are recent examples. The principles however, are consistent; understand the customer, invest in small iterations, operational agility and close the cycle with research and evidence to improve. His intent is to bring private-sector experience to help Myli's team accelerate growth in membership, community value and geographical reach. He's also a husband, dog adopter, CFA volunteer firefighter and two-acre woodsman at his home in the Dandenong Ranges.

Oonagh Flanagan – Oonagh Flanagan is an experienced senior marketer with over 22 years of international experience (Ireland, UK, Gibraltar, ANZ & USA) across myriad industries (Out of Home Entertainment, Telecoms, Financial Services and Gaming). Oonagh is passionate about growing businesses through holistic marketing strategies and believes strongly in the power of putting customer at the heart of strategy to achieve sustainable growth. She has a deep interest in people leadership and adopts a strengths-based coaching approach to develop high performing teams. Outside of work, Oonagh is an avid reader and a major fan of Reformer Pilates, both of which she enjoys from her home on the Mornington Peninsula.

Organisational Chart



Role Description

Title: Chief Executive Officer

Location: Hybrid

Reports to: Board of Directors

Indicative TRP: \$200,000 to \$250,000

Key Relationships

Internal Leadership & Governance

- Board of Directors & Board Chair – Ensure alignment on expectations, strategic direction, and governance.
- Deputy CEO – Build a strong, collaborative partnership with open communication. Myli Leadership Team & Staff – Gain trust and respect while fostering a strong internal culture.

Local & State Government Engagement

- Member and Prospective Councils – Maintain strong ties with current Councils and lead efforts to attract new ones.
- General Managers of Councils – Critical influencers in budget decisions, service feedback, and internal Council relationships.
- Local and State Government Representatives – Engage with elected officials and government bodies to advocate for Myli's mission and funding.

Community & Sector Partnerships

- Library Community (e.g., Public Libraries Victoria, industry groups) – Strengthen ties with the broader library sector.
- Patrons, Volunteers, and the Community Advisory Committee (CAC) – Ensure these relationships are managed through others.
- Education, Cultural & Community Organisations (e.g., schools, museums, galleries, neighbourhood houses) – Ensure collaborative programs and shared initiatives.

Corporate & Philanthropic Relationships

- Philanthropic Sector – Develop partnerships with donors and grant providers. Large Businesses & Community Organisations – Establish long-term, mutually beneficial collaborations.
- Service Providers (e.g., legal, financial, operational consultants) – Maintain strategic business relationships that support Myli's growth

Stakeholder Engagement & Brand Advocacy

- Networking & External Relations – Position Myli's brand effectively through relationship-building, advocacy, and collaboration.
- Stakeholder Investment – Secure trust and investment from key partners to drive Myli's long-term success.

Challenges and opportunities for Myli over the next 12 months.

Strategic Growth & Expansion – Onboarding and successfully integrating a new Member Council and accelerating the pace of Member Council acquisition. Strengthening Myli's brand recognition across Councils in Victoria. Developing a partnership that adds value and revenue.

Leadership & Organisational Culture – Investing in professional development for the Leadership Team to support Myli's expansion. Leading Myli Staff Days to maintain a strong, positive organisational culture.

Service & Infrastructure Development – Advancing planning and execution for new libraries (Warragul and Officer). Enhancing community value through membership growth, utilization, and innovation.

Financial Sustainability & Governance – Maintain the strong, sustainable business model post-transition to a not-for-profit. Currently operating a net surplus, compliant cash-flow ratio, future obligations funded and audit compliant. Maintaining confidence from Member Councils, staff, and the community.

Execution of Strategic Plans – Operationalizing the 20-year strategy by developing the next Library Plan, with clear prioritisation, actions and accountability, focused on "Connect, Belong, Learn."

Challenges and opportunities for Myli over the next 3–5 years.

Financial Sustainability & Revenue Diversification – Managing financial constraints in a rate-capped, inflationary, environment and diversifying revenue sources to reduce reliance on government funding.

Organisational Culture & Workforce Development – Navigating leadership transitions towards modern and flexible management styles. Recruiting and retaining staff that contribute to Myli's progressive culture and library brand identity.

Innovation & Technology – Support and promote Myli's Innovation Fund and experimentation practices. Leveraging emerging technologies to enhance service offering such as 24/7 micro-libraries, evolved mobile library services and alternative service models.

Growth & Expansion – Expanding Myli's reach by onboarding more Councils, leading the change, logistics, staffing, and service levels as Myli grows geographically.

Community Engagement & Service Delivery – Maintaining Myli's reputation as a trusted community space. Enhancing outreach to understand and serve local community needs to expand membership, particularly among non-traditional and digital-first library users.

Candidate Profile

Community & Service-Oriented Leadership – Intrinsic belief in the role of libraries in community wellbeing. Ability to challenge conventional local government thinking while understanding and addressing local community needs.

Strategic & Commercial Acumen – Strong business acumen and financial management skills. A commercial focus while understanding local government and Not For Profit dynamics.

Governance & Change Management – Deep understanding of governance in NFP, Registered Charity and local government settings. Proven ability to navigate change management and growth, including onboarding new councils, similar in nature to mergers and acquisitions.

Leadership & Organisational Culture – Empowerment-focused leadership, fostering trust and delegation. Maintaining Myli's high-integrity, purpose-driven culture. Respect for workplace flexibility to retain quality staff.

Communication & Stakeholder Engagement – Strong networking and relationship- building skills with capability to engage councils. Ability to promote Myli across multiple platforms. Confidence in public speaking, media presence, and external representation.

Application and Selection Process

Executive Search Partner

Myli – My Community Library has engaged Derwent Search (Derwent) <https://www.derwentsearch.com.au/company-profile> as an independent expert to conduct an executive search and manage the recruitment process. All applications are to be received by Derwent.

To apply

Closing date: 21st of September 2025 at 11.59pm

To submit your application, please go to www.derwentsearch.com.au and “Search Jobs” to find a link to the opportunity. Your application must include a resume (up to 4 pages) and a cover letter (up to 750 words) highlighting your suitability.

Enquiries

Please contact Derwent by email publicsector@derwentsearch.com.au and we will reply with appropriate information and/or arrange a convenient time to speak. You may also contact principal consultant Emma Alberici on 0419 683 660.

Selection Process

The selection panel will review the applicant list and assess applicants against the selection criteria to select candidates to attend a pre-screening interview with Derwent. Derwent will prepare an assessment report for the selection panel to consider. This assessment is based on candidates' application and pre-screening interview.

The selection panel interview may include a verbal presentation on a topic provided to the candidate immediately prior to the interview, and a capability-based interview designed to reflect the selection criteria for the position. Candidates progressing to the final stage may also be required to complete additional assessments such as on-line personality and cognitive assessments.

Pre-employment verification and background checks

The following checks will be conducted for the candidate(s) in final consideration:

- National Police Check
- Professional Membership
- Qualification
- Bankruptcy
- Financial Regulatory
- Media Searches

Referee Reports

Candidates at an advanced stage of consideration will be asked to provide at least two referees who may be contacted as part of the selection process. Additional referees may be sought to assess a candidate's merits for the role, and written references may also be checked.

Candidate Care

We are committed to ensuring that potential applicants and candidates are treated respectfully and fairly. Derwent consultants are available to field inquiries and ensure that applicants are informed about developments as they become available. Candidates who are shortlisted and complete assessments including interviews will be offered a feedback session to discuss their experience and the assessment results.

Candidates with a Disability

Derwent aims to ensure people with disability can access secure and sustainable employment opportunities and are respected for their skills and capabilities. If required, we will provide reasonable adjustments such as access, equipment, or other practical support at relevant stages of the recruitment process. You can specify in your application if you have necessary adjustments, or please inform us at any stage, and we can arrange reasonable adjustments on your behalf. If you need to contact us about reasonable adjustments during the recruitment process, please contact Emma Alberici on 0419 683 660 or email:

publicsector@derwentsearch.com.au

Thank you for your interest in Myli – My Community Library