

Role description

Group Executive – Quality and Risk



- Key executive appointment
- Direct report to the Chief Executive Officer
- Exciting growth and transformation opportunity

About the PMSA

The Presbyterian Methodist Schools Association (PMSA) is one of Australia's most iconic faith based Not for Profit organisations. Built on strong Christian values, the PMSA owns four of Queensland's well-known independent schools with students from Prep to Year 12: Brisbane Boys' College, Clayfield College, Somerville House and Sunshine Coast Grammar School. At each school, students are encouraged and supported to achieve their best academically, spiritually and in co-curricular activities.

Established in 1918, the PMSA is a joint mission of the Uniting Church of Australia, Queensland Synod and the Presbyterian Church of Queensland. One hundred years on, the PMSA plays a vital role in setting the direction and providing support and governance of these outstanding schools and is the connecting link between the schools and the two churches.

As this organisation embarks on a new and exciting phase in its development, it will look to develop and launch a new strategic plan for 2019 onwards. The PMSA envisions a future where education is valued as a central pillar of society and where Christian independent education provides the finest opportunities and outcomes for future citizens of the world. To govern the four schools, the PMSA Board is supported by three standing committees, a School Council at each school and the PMSA corporate office.

About the role

Reporting directly to the Chief Executive Officer, and as a key member of executive management team, the Group Executive – Quality and Risk will be responsible for supporting a positive quality improvement culture, underpinned by effective Quality and Risk Management Frameworks.

The successful executive will be required to develop; implement and oversee quality processes and improvement initiatives, ensuring consistency of policies and procedures. This pivotal appointment will also be required to provide oversight of risk management, governance framework, legislative compliance embedded with the organisations core values.

Responsibilities also include: providing contemporary thought leadership in terms of Quality and Risk strategy whilst ensuring high quality, evidence-based practices and evaluation processes are followed across the group. You will be required to work with the Board Committees in the development and establishment of relevant governance policy, systems and practices.

Leading by example, you will also proactively commit to the principles of continuous quality improvement whilst promoting Christian principles of love, justice, compassion and forgiveness.

Specifically, key accountabilities include:

- Lead, manage, review organisation wide frameworks and processes for Quality Improvement, Risk management, Technology Risk Management Systems and Governance.
- Develop and implement the overarching Quality and Risk Policy Framework for the group.
- Provide timely and accurate advice to the CEO in all Quality and Risk matters within the scope of this role and more broadly as required.

Role description

Group Executive – Quality and Risk



- Develop and implement an organisation wide Quality Plan that describes activities and outcome measures that ensure compliance with all Regulations, Standards and Legislative requirements.
- Provide expertise in training, supervision and support to staff to in the development of knowledge and skills in quality improvement activities.
- Take a leadership role in risk management assisting with the development, enhancement and implementation of appropriate risk management policies, procedures and systems.
- Negotiate and manage internal and external reviews and audits and the lead the implementation of audit recommendations and actions, ensuring evaluation process are effectively applied.
- Establish and maintain effective relationships with the CEO, the Board, Executive and Senior Leaders.
- Inspire and imbed effective change management processes and a broad range of services in relation to quality improvement initiatives.

Key skills required:

To be considered for the position, you will be a strong people leader who demonstrates extensive Quality and Risk Management experience with a record of achievements at an executive leadership level.

Your ability to develop, implement and plan Quality and Risk Management systems as well as possessing the methodologies to conduct and implement Quality Improvements relative to job-related activities are underpinned by your ability to model Christian values therefore ensuring that you assist the PMSA to fulfil its mission, vision and core values. The successful executive will need to demonstrate significant experience in the above key accountabilities. You will have solid leadership and emotional intelligence skills with demonstrated ability to engage others to understand and embrace organisational culture, directions, goals and client service ethos.

It is essential that you demonstrate superior presentation and communication skills.

Demonstrate integrity in all dealings; be honest and open; listen to and consider stakeholder views; and act in a way that reflects the culture and values of the organisation.

Exceptional stakeholder relationship skills will be critical for this role as you will need to develop and foster relationships with key stakeholders. Ability to identify opportunities for change and lead improvement initiatives will also be a key requirement.

Relevant tertiary qualifications will be highly regarded for this pivotal leadership position.

For a strictly confidential discussion, please contact Callan Raine, Associate Director - Executive on (07) 3054 1143 / 0411 686 652.