

**We are looking for the best of the best.**

**Regional Operations Manager – Sydney South**

 **Integricare is looking for a person with a strong passion for early learning and children’s welfare to lead a team of dedicated professionals committed to seeing future generations flourish.**

**Integricare**

Established in 1882, as a Christian organisation, we have a long history of making a positive impact in communities. We see this as a practical expression of our faith-informed culture lived out in the lives of young children and families. When our families rate our learning quality and care as excellent, and in many cases exceptional, this does not happen by accident, we are only as good as our people, and we are looking for the best of the best.

**If that’s you, then let’s have a chat.**

## The Role

The Person
This is a senior leadership role. One of the key responsibilities of an Integricare leader is to model, as best they can, the values of the organisation. As a member of the Senior Leadership Team reporting directly to the CEO, this person will be required to work closely with each of the senior leaders as well as driving the performance of an assigned area of operation. This region includes a combination of early education centres, Supported Playgroups and family welfare, covering an area centred around Rockdale.

As a senior leader, a strong alignment of personal values to the Christian values of the organisation is imperative. At this level, you are expected to not only actively participate in building our faith-informed culture but also driving it in your area of operation. Being an active member of a Christian faith community will be highly regarded.

# Key responsibilities

This role has two overriding areas of responsibility (1) Operational Performance of a defined set of services and (2) organisation-wide operational projects. An understanding of early learning is essential but experience also in working in a welfare role would be highly desirable.

The key areas of responsibility for this role include:

* **Strong Leadership**: As a leader of a region, you would develop and implement operational goals for your region that support the organisational strategic plan and the overall KPIs of the CEO.
* **Income Growth.** This requires a sound understanding of your operating environment, and how to not only retain existing families, but capitalise on securing new enrolments. Demonstrated experience in growing a business will be highly advantageous as you will be assisting Managers to increase enrolments, utilisation rates and waitlists.
* **Financial Management.** The financial viability of services is essential, which includes active management of a service’s P&L and the implementation of business improvement action plans.
* **Quality Early Education.** In the Early Education Centres (EECs), learning quality is assessed by both ACECQA and families. Whilst the former is essential to improve and/or maintain, the latter is key to retaining families. You will be required to assist Managers to be in a position to be ready for ‘spot checks’ and for Ratings and Assessment, providing support as required.
* **Children’s Welfare and Care.** Experience in meeting the individual needs of children and families, over and above early learning will be well regarded, particularly as you lead social workers and professionals in family intervention and trauma.
* **Culture and Values.** Integricare’s faith-informed culture is essential to creating an environment where managers and staff report that they feel they are respected and included regardless of their faith or cultural status. As a senior leader, you will be responsible for maintaining and developing this within your region.
* **People and Performance.** The success of a service is highly dependent on the performance of people. As such, you would be actively driving Strategic Performance Systems and staff appraisal processes and ensuring that HR practices as designed by HR are in alignment with service practices.
* **Compliance.** This requires an ability to ensure sound compliance practice so as to satisfy accreditation and regulatory requirements and in managing child-related risk in the services.
* **Service Engagement.** This role is crucial in Integricare achieving its operational KPIs. The level of engagement with Service Managers will be high, with an emphasis on face-to-face contact alongside availability by phone, email and online.
* **Organisation-wide operational responsibilities**
These responsibilities cover all services and the total operation and key projects as designated by the Integricare Board and the CEO.

# Skills, experience and knowledge

A high level of experience in early learning is essential as well as many years as a practitioner. Additional experience in a children’s welfare environment as a children’s worker, a family counsellor, or in a social impact role will be well regarded. We are also looking for:

* A track record of building a profitable early learning operation.
* Minimum five years teaching in early education and/or at least three years’ early education experience as a manager, with the ability to increase enrolments and manage expenses.
* Sound written communication skills for the preparation of reports and correspondence.
* Strong experience in managing rosters effectively.
* The ability to lead a team in achieving successful outcomes.
* A sound understanding of a Profit & Loss Statement and financial management.
* An understanding of current early childhood practices.
* Exceptional interpersonal skills and the ability to relate well at all levels of an organisation.
* Extensive knowledge of Children’s Service Regulations, the Law and the National Quality Standards.
* Experience in operational management across a range of service types.
* A background In a not-for-profit organisation in early education, preferably Christian.

**Formal Qualifications**

It is essential to have formal qualifications in Early Childhood Education and Care (i.e., Bachelor of Education (Early Childhood Education).

**APPLY NOW**

If this sounds like an opportunity too good to miss, then we would like to hear from you.

Please email your CV, with a covering letter addressing the requirement above to:

**Domenic Valastro - CEO**

**dvalastro@integricare.org.au**

**(Please note, only short-listed candidates will be contacted.)**

**Integricare is committed to being a Child Safe organisation and
adopts the National Principles for Child Safe Organisations.**

**Integricare is an equal opportunity employer.**