



ALLIANCE FOR GAMBLING REFORM

CEO, Alliance for Gambling Reform Position Description 2024

The Alliance for Gambling Reform (AGR) was established in 2015 as a national advocacy group working with more than 60 organisations to prevent and reduce the harm caused by gambling. Its aim is to alter the relationship Australians have with gambling, especially online and through poker machines.

The Board of AGR is seeking a bold, ambitious CEO to operate in a resource constrained environment as a game changer. This could be a career-defining role for the right candidate.

Working with a dedicated, skills-based board, the CEO will lead and motivate a fully remote operational team and work alongside our Voices group and other key stakeholders, to help set and work towards the AGR's strategic goals. In implementing the Strategic Plan, the CEO will be responsible for all aspects of management of the organisation, including leading campaigning (often in a high-profile capacity), pursuing resourcing/fundraising opportunities, and building partnerships.

The ideal candidate will have a commitment to the AGR's mission, as well as sharp operational skills, experience with campaigning and advocacy, fundraising nous, strong people management skills, and the ability to nurture relationships with a range of key stakeholders. You will need to feel comfortable operating at both the grassroots level and in the halls of power.

Responsibilities include:

- **Leading the organisation's strategy**, with direction from the board and facilitating staff and stakeholder contributions.
- **Supervising campaigning and advocacy work**, with a keen understanding of our adversaries and the potential to transform this issue in the short and medium term by working with diverse stakeholders.
- **Operations management**, with responsibility for all aspects of human resource and industrial relations, internal policy development, workplace safety and culture. The role includes line management of senior staff and contractors, with assistance by the Executive Assistant and Finance Manager.
- **Administrative governance**, with responsibilities as set out in the AGR's rules, with assistance from the Board Chair, Secretary and Executive Assistant.
- **Compliance** with the requirements of the ACNC, ATO, Consumer Affairs Victoria, Fair Work, grantors and major donors, and state-based electoral commissions and fundraising licensing, as well as oversight of privacy and data governance requirements. Assisted by the Executive Assistant and Finance Manager.
- **Financial management**, including overseeing preparation of budgets and financial reports for the Treasurer, development of financial controls for board approval, and liaison with the auditor. Assisted by the Finance Manager.
- **Fundraising**, with full responsibility for philanthropic and other forms of fundraising, and management and delivery of the fundraising strategy. Assisted by the Fundraising Subcommittee.
- **Representing the Alliance** as an AGR media spokesperson, in senior Ministerial meetings, at inquiries, and with key donors, key stakeholders, partners and NFP and business leaders. Assisted by the Chief Advocate and senior staff as appropriate.
- **Other** tasks, including dealing with unique situations that might arise from time to time, and ensuring that institutional knowledge in relationships, policy, and assets such as the website and database are appropriately managed.

The CEO will be expected to assist the board in setting goals and strategies for AGR and will be responsible for delivering against those goals. They should be self-motivated and ready to lead.

This is a full-time and fully remote role, though other arrangements, including flexible working arrangements, may be negotiated. We especially welcome applicants with lived experience of gambling harm, and from underrepresented groups.

To apply, please head to this portal <https://agr.smartygrants.com.au/AGR-CEO-2024>. You will need to create an account, and if you have any problems, feel free to email info@agr.org.au.