

Chief Executive Officer

- Part time position
- Virtual office
- Sound understanding of landfill industry required

About ALOA

The Australian Landfill Owners Association (ALOA) is Australia's leading association for landfill owners. Established nine years ago as an incorporated entity, membership comprises landfill owners across Australia who share concern for the future viability of their business and protection of the environment. Key activities include member servicing and advocacy on behalf of the landfill industry.

About the Role

Reporting to the Board, this part-time role is responsible for building and managing the Association to grow and service membership and lobby on behalf of members with all levels of government.

Key Duties

- Manage all corporate governance requirements.
- Coordinate and attend all Board meetings and General Meetings.
- Preparation of all reports to the Board.
- Develop and recommend ALOA strategy to the Board.
- Recommend any Policy to the Board.
- Recommend the establishment and charter of any Sub-Committees, Branch Committee, task force advisory group or sub group to the Board.
- Provision of support to all Sub-Committees, Branch Committees, task forces, advisory groups and sub groups.
- Develop submissions on behalf of ALOA to government.
- Develop and recommend each year's rolling three-year Business Plan to the Board.
- Delivery of the activities in the Business Plan.
- Performance of the administrative functions of ALOA, in conjunction with the ALOA secretariat.

Key Attributes, Knowledge and Skills

- Sound understanding of the landfill industry.
- Ability to draft submissions on behalf of members.
- Sound understanding of relevant landfill legislation, regulations and policy.
- Ability to work with all levels of government and associated agencies.
- Ability to manage and set budgets.
- Knowledge of ASIC and corporate governance requirements.

Applications

To info@aloe.com.au by Friday 24 March 2015