



South
Australian
Chamber
Of
Mines &
Energy

GENERAL MANAGER POLICY & ADVOCACY

JOB & PERSON SPECIFICATION

NOVEMBER 2024

General Manager Policy & Advocacy Position Description

General Manager Policy & Advocacy	Strategic Policy Development, Advocacy & Relationships	
	<ul style="list-style-type: none"> • Lead actions and innovative interventions to achieve the strategic policy priorities outlined in the 2024Vision and 2030Vision. • Act as the primary liaison between SACOME and its Members on policy and advocacy matters. • Lead the design, development and execution of policy and advocacy aligned with SACOME's overarching objectives and Member interests in the areas of: <ol style="list-style-type: none"> a) State Economic Development b) Energy & Innovation c) Infrastructure d) Legislation & Regulation e) Education, Workforce & Skills • Develop policy and position statements on relevant strategic areas. • Identify emerging issues and develop responses. • Drive SACOME's involvement in priority policy areas that promote the growth and sustainability of the resources sector across South Australia. • Create and establish well-considered and industry-supported policies to promote the growth and sustainability of the South Australian resources sector. • Lead the development and implementation of programs and services designed to provide tangible and targeted benefit to Members. • Oversee relevant SACOME committees and working groups. • Develop agenda items for committees and drive the execution of policy and project related actions arising from committees. • Identify, explore, and facilitate opportunities for cross-sector policy dissemination, driving informed strategic debate relating to key sector issues. • Prepare policy briefings for the CEO. 	<ul style="list-style-type: none"> • Provide high level strategic policy advice to shape industry policy and advocacy positions. • Challenge, change and re-model policy in line with societal need and business sustainability in an agile and responsive manner. • Author industry supported submissions to government-on-government policy, new legislation, and reviews of legislation. • Establish and maintain an efficient and effective process to respond to Member queries in relation to policy related matters. • Conduct research; collect, collate, and analyse data, economic reports, and financials to inform and develop SACOME policy and advocacy. • Ensure policies represent the collective voice of Members. • Regularly report to SACOME Council on policy outcomes and advocacy efforts. • Lead consultation processes with Members to gather insights and identify policy and advocacy needs. • Review existing policies and legislation to identify anomalies and out-of-date provisions. • Formulate and analyse policy opinions, prepare briefing papers and recommendations for policy changes, and advise on preferred options. • Perform literature reviews and ensure prioritisation of projects. • Conduct rigorous economic analysis of resources industry data to inform evidence-based submissions, policy development and advocacy efforts. • Ensure all deadlines for policy submissions, consultation feedback and other relevant policy matters are met and adhered to. • Monitor political, economic and regulatory environments to identify risks and

- Design and implement strategic advocacy campaigns to influence government and other stakeholders.
- Represent SACOME, at times in place of the CEO, in meetings with key Government stakeholders and industry leaders.
- Build and maintain strong relationships with government and Members.
- Represent CEO on boards as required.

- opportunities for Members and the organisation.
- Ensure compliance with relevant legislation and internal governance processes related to policy and advocacy activities.
- Contribute high level advice to the development of SACOME's annual strategic plans, policy plans and communications strategy.
- Representative SACOME on committees and working groups.
- Anticipate the needs of, and manage relationships with, Members, key government officials and other relevant stakeholders.
- Identify and create new strategic stakeholder relationships as required to the benefit of SACOME.

Communication & Collaboration

- Facilitate collaboration between core industry and service providers to maximise opportunities for increased economic growth in South Australia.
- Identify and enable communication opportunities for industry innovation to drive productivity, safety, and investment in South Australia.
- Contribute to a collective organisational culture of continuous improvement and high performance.
- Support the Chief Executive Officer to achieve the actions outlined in the 2030Vision and discipline workplans.
- Develop communication strategies for public advocacy including public statements.
- Liaise with political and departmental stakeholders, peak organisations, and other relevant stakeholders.

- Build partnerships across all business areas, responding swiftly to changing work demands and circumstances and develop creative solutions to resolve issues.
- Keep team members informed of relevant issues impacting on them and/or their work.
- Contribute to a high performing team culture where individuals are valued and recognised for their diverse skill sets.
- Mentor staff and develop their general understanding of policy and advocacy matters.
- Collaborate internally to ensure that policy and advocacy initiatives align with organisational goals.
- Share information on emerging issues identified through relationships and data.

Essential Skills

- Executive competence working with Members and/or clients, building credible and professional relationships.
- Proven high level negotiation and influencing skills.
- High level competence in data analysis and policy formation.
- Ability to work within a fast-paced, fluid environment, capably dealing with ambiguity

- Ability to work harmoniously within small team.
- High level analytical skills.
- Highly developed written and verbal communication skills.
- Ability to anticipate emerging issues based on data and experience.
- Strong leadership, strategic planning, and business skills.
- Proven ability to analyse complex policy and

<p>and/or changing priorities.</p> <ul style="list-style-type: none"> • Ability to work collaboratively with Government, Members, staff and community stakeholders to produce desired outcomes. 	<p>technical issues and develop strategic responses.</p> <ul style="list-style-type: none"> • High level of professionalism always, acting as an ambassador for the organisation.
<p>Experience & Qualifications</p>	
<ul style="list-style-type: none"> • Proven experience in policy development and advocacy at a strategic level preferably within a membership-based environment. • Tertiary qualifications in Law, Public Policy, Politics, Economics, or a related field. • Senior executive experience working in or with a government department or a regulatory agency or similar. • Demonstrated experience in the development of complex strategy. 	<ul style="list-style-type: none"> • Proven record of effective external relationship management and advocacy. • Experience in the analysis and application of data to enable policy formulation. • Strong respect for, and awareness of, legislative issues and obligations. • Proven ability to deliver through consultation and engagement.
<p>Expectations</p>	
<ul style="list-style-type: none"> • At a strategic level, leadership of the effective functioning of the Policy and Advocacy work unit to ensure that it meets organisational objectives. • Undertake other key responsibilities or activities as directed. 	<ul style="list-style-type: none"> • Participate with a growth mindset to the Performance Review Process which includes a regular review of performance against the responsibilities and performance objectives and agreed KPIs.
<p>Reports to:</p> <p>Chief Executive Officer</p>	<p>Direct Reports:</p> <p>3 - 4</p>



HOW TO APPLY

Applications including a cover letter and CV should be addressed to Justin Hinora. Please visit henderconsulting.com.au to apply.

For a confidential discussion, please call (08) 8100 8827.

Please Note

Your application will be automatically acknowledged by a return email.