



CHIEF EXECUTIVE OFFICER

Organisation:	Volunteer Fire Fighters Association
Location:	NSW
Employment Type:	Contractor
Remuneration:	\$1,000 per month retainer plus 10% of receipts
Term:	One year renewable
Application closing date:	Monday 7 th December 2020

The VFFA

The VFFA represents the volunteers in the Rural Fire Service in NSW and provides several services to the membership including:

- A glossy 72 page magazine called the Volunteer Fire Fighter currently issued twice per annum
- A [website](#) and social media accounts on [Facebook](#) and [YouTube](#)
- Support services to volunteers including representation where members have been treated unfairly by the bureaucracy
- A lobbying service to achieve change in fire management and land management practices within NSW

The damage to communities and the ecology following the Black Summer bushfires included:

- 34 lives lost
- 18.6 million hectares of land burnt
- \$1,861 million insurance losses
- 3,100 homes destroyed
- 3 billion animals perished

Many of these losses are preventable in the future. To achieve this, it is essential that the VFFA succeed in its mission to achieve fundamental change in land and fire management.

The Role

The VFFA is currently operated by an Executive that is 100% volunteer and which meets via digital video link on a weekly basis. It is headed by a President and Senior Vice President and three other elected roles.

The new role will report to the President and the CEO will become a member of the Executive.

The CEO will be expected to:

- Develop a business plan to create the funds to drive programs to better serve the membership

Volunteers for community and the environment

- Obtain the agreement of the Executive to the plan
- Implement the same and report on progress against agreed milestones
- Develop strategies to better communicate with:
 - Governments at all levels
 - All political parties
 - Volunteer Fire fighters
 - The Communities we all ultimately serve
- Transform the operation of the organisation to more effectively deliver services

Conflicts of Interest

The CEO is responsible for their own time management. It is expected the CEO will have additional interests, including an allegiance to their local brigade as a volunteer fire fighter, and it is recognised that time management will sometimes be difficult.

The CEO is required to declare all potential conflicts of interest.

Self Sufficient Individual

The CEO will need to be a self-sufficient individual. There are no staff available or intended to support the role. There are no premises. The individual is required to provide their own physical working environment and be comfortable operating with volunteers.

It is expected that the individual will contract to the VFFA and maintain their own insurance as such. They will need to demonstrate that they have a sound understanding of their tax obligations under these arrangements.

Other Attributes

Other desirable attributes include:

- Australian citizen
- Collegiate management style
- Demonstrable ability to build organisations from inception or from a small base
- Good public speaker
- Ability to communicate with the media
- Good computer literacy

Applications in Writing

All enquiries and applications should be directed in writing to:

The Secretary

Volunteer Fire Fighters Association

Email: secretary@volunteerfirefighters.org.au