



KORNAR WINMIL YUNTI - KWY

JOB DESCRIPTION

1. Role details	
Job Title	Executive Director, Research and Development
Start Date	ASAP
Location	Parkside, South Australia
Salary	Negotiated based on qualifications, skills and relevant experience
Job Status	Full-Part Time Fixed-Term 9-Month Parental Leave Cover
Reports to	CEO
2. ROLE CONTEXT	
The Executive Director Research and Development is a strategic leadership role within KWY, responsible for driving organisational growth, innovation, quality improvement, research and sector influence. The role provides leadership across two specialised teams: the Business Development Team and the Research Team, ensuring that KWY continues to develop, evaluate and strengthen programs and services that improve outcomes for Aboriginal children, young people, families and communities. The Business Development Team leads strategic growth and organisational improvement across four key areas: • Grants, tenders and funding development • Quality assurance, accreditation and continuous improvement • Advocacy, policy development and sector engagement • Strategic and ad hoc projects that support organisational priorities The Research Team delivers and manages research projects and research grants, working with community, government, universities and sector partners to generate evidence, strengthen Aboriginal-led practice and inform service design, policy and system reform. Reporting to the Chief Executive Officer, the Director / Executive Director Research and Development works closely with Executive Leadership Team members, staff, community stakeholders, government agencies, researchers and funding bodies to ensure KWY remains at the forefront of Aboriginal-led innovation, evidence-informed practice and community-driven service	



development.

The role requires highly developed strategic, leadership, business development and research capabilities, along with a strong commitment to Aboriginal self-determination, cultural safety and systems change.

As Executive Director Research and Development, you will:

- Provide strategic leadership and oversight across the Business Development and Research teams.
- Lead organisational growth through the identification, development and submission of grants, tenders and funding opportunities.
- Oversee organisational quality assurance systems, accreditation requirements and continuous improvement initiatives.
- Lead policy development, advocacy activities and strategic submissions that advance the interests of Aboriginal children, young people and families.
- Drive innovation through the design, implementation and evaluation of new programs, services and organisational initiatives.
- Establish and maintain strategic partnerships with government, universities, funders, Aboriginal Community Controlled Organisations and sector stakeholders.
- Oversee research projects and research grants, ensuring they are delivered to a high standard and contribute to evidence-informed practice and system reform.
- Promote Aboriginal-led research methodologies, community engagement and lived experience approaches in the development of knowledge and evidence.
- Provide strategic advice and support to the CEO, Executive Leadership Team and Board on emerging opportunities, risks and sector developments.
- Lead organisational planning, reporting and performance monitoring related to growth, innovation, quality and research.
- Contribute to a culture of learning, accountability, collaboration and continuous improvement across KWY.
- Work in a culturally responsive, trauma-informed manner that reflects KWY's values, wise practice principles and commitment to Aboriginal self-determination.

3. ESSENTIAL CRITERIA

To be considered for this role, applicants should have:

- Demonstrated executive or senior leadership experience, including leading teams, organisational development initiatives and strategic projects.
- Highly developed cultural acumen, including a strong understanding of Aboriginal and Torres Strait Islander cultures, communities, self-determination and the issues impacting Aboriginal families.
- Significant experience in business development, including identifying



opportunities, leading successful grant and tender submissions, and securing funding for organisational growth.

- Demonstrated experience in strategic planning and organisational development, including the implementation of innovation, service improvement and growth initiatives.
- Experience leading research, evaluation and evidence-generation activities, with the ability to translate findings into policy, practice and service innovation.
- Exceptional written communication skills, including the preparation of funding submissions, reports, executive briefings, policy papers and advocacy documents.
- Strong analytical, critical thinking and problem-solving skills, with the ability to interpret complex information and support informed decision-making.
- Demonstrated ability to build and maintain strategic partnerships across government, community, philanthropic, research and academic sectors.
- Proven ability to lead, mentor and inspire teams, fostering a culture of collaboration, innovation, accountability and continuous improvement.
- Strong project and program management capability, including managing multiple priorities, budgets, risks, deliverables and reporting requirements.
- Experience implementing quality improvement, governance or compliance frameworks within community, health, human services or not-for-profit environments.
- High level proficiency in Microsoft Office applications, including Outlook, Word, Excel, PowerPoint and other business systems.

DESIRABLE CRITERIA

- Relevant tertiary qualifications in public policy, social sciences, research, business, management, community development, health, law or a related discipline.
- Postgraduate qualifications in leadership, management, research, public policy or a related field.
- Knowledge of government funding environments, commissioning frameworks and philanthropic funding opportunities.
- Experience in policy development, systems reform, advocacy and influencing government or sector-wide initiatives.
- Experience managing organisational quality, accreditation, auditing or continuous improvement processes.
- Understanding of trauma-informed, culturally responsive and strengths-based approaches to service delivery.

4. ROLES AND RESPONSIBILITIES



Executive Leadership and Strategic Development	• Provide strategic leadership across KWY's Research and Development portfolio, including Business Development, Quality Improvement, Advocacy, Policy, Research and Innovation. • Work closely with the CEO and Executive Leadership Team to identify opportunities that support organisational growth, sustainability and impact. • Lead organisational development initiatives, service innovation projects and strategic priorities. • Contribute to the development, implementation and monitoring of KWY's strategic plan and organisational objectives. • Provide high-level advice and recommendations to the CEO and Executive Leadership Team on emerging opportunities, risks and sector developments.
Business Development, Grants and Tenders	• Lead the identification, development and submission of high-quality tenders, grants and funding proposals. • Drive business development opportunities that strengthen organisational sustainability and growth. • Oversee the design and development of innovative service models and programs in response to community need, policy priorities and funding opportunities. • Establish systems and processes that support high-quality proposal development, project planning and implementation. • Monitor and evaluate business development activities and funding pipelines to inform organisational planning and decision-making.
Research, Innovation and Evidence Generation	• Lead the development and management of KWY's research and innovation agenda. • Develop strategic partnerships with universities, research institutions, government agencies and community stakeholders. • Oversee participatory action research, community-led research initiatives and evaluation activities. • Ensure research findings are translated into service innovation, policy reform and improved outcomes for Aboriginal families and communities. • Promote the use of evidence, data and culturally informed practice to guide organisational decision-making and service improvement. • Monitor emerging policy, practice and research developments relevant to KWY's work and strategic priorities.



Business Planning, Strategy and Reporting	• Develop and report on project development • Assist in business and strategic development • Assist in communications strategies, plans and initiatives • Support the strategic direction and growth of KWY. • Submitting high quality reports as required.
Policy, Advocacy and Systems Reform	• Lead the development of policy positions, submissions, briefing papers and advocacy initiatives that advance Aboriginal-led solutions and self-determination. • Contribute to sector reform discussions, strategic partnerships and influencing opportunities that align with KWY's vision and values. • Represent KWY in external forums, consultations, advisory groups and strategic networks. • Advocate for system improvements that support better outcomes for Aboriginal children, families and communities.
Stakeholder Engagement and Partnerships	• Build and maintain strong relationships with government, Aboriginal Community Controlled Organisations, community partners, philanthropic organisations, research institutions and other stakeholders. • Lead strategic stakeholder engagement activities, consultations and partnership development opportunities. • Foster collaborative approaches to project development, service design, research and advocacy initiatives. • Represent KWY professionally and positively in all external engagements.
Leadership and People Management	• Provide leadership, mentoring and support to staff within the Business Development and Research and Innovation teams. • Foster a positive, accountable and high-performing team culture. • Support staff development, supervision and performance management processes. • Lead and support organisational change initiatives in a collaborative and culturally safe manner. • Promote innovation, continuous learning and excellence across the portfolio.



Contribute to Organisational Culture	• Model KWY's values and commitment to cultural integrity, self-determination and community-led practice. • Actively contribute to responsible, culturally safe and trauma-informed work practices. • Respect and promote Aboriginal cultures, knowledges and ways of working. • Participate in cultural supervision and professional development activities. • Identify opportunities for organisational improvement and contribute to a positive, collaborative and supportive workplace culture. • Maintain compliance with all KWY policies, procedures and legislative requirements.
Other	• Fulfil other duties as required by management and other department personnel as requested/required • The above list is not exhaustive, and the role may change to meet the overall objectives of the company.
5. KWY Staff are required to work in accordance with the legislative and professional requirements including:	
• Children and Young Persons (Safety) Act 2017 • Government of South Australia-interagency Code of Practice 2001 • Professional Practice Standards consistent with the area of practice	