

Change and Training Lead

Achieve Australia • North Ryde NSW 2113

 Base pay
\$0 - \$0

 Work type
Full Time

 Contract type
Contract

Job details

 Date posted
18 Jun 2021

 Expired On
17 Jul 2021

 Category
Executive Management & Consulting

 Occupation
Management Consultant

 Base pay
\$0 - \$0

 Contract type
Contract

 Work type
Full Time

 Job mode
Standard/Business hours

Work Authorisation
 **AUSTRALIAN CITIZEN / PERMANENT RESIDENT**

Perks

SALARY PACKAGING

TRAINING

Skills

LEADERSHIP

CHANGE MANAGEMENT

MANAGEMENT

PROJECT MANAGEMENT

SCHEDULE+

Full job description

We are Achieve Australia!

- Full-time, maximum term role
- Annual base from \$100 - \$130 plus super and salary packaging
- Base location: North Ryde

About us:

Achieve Australia has been ranked in the top 10 of the Government, Education and Non-for-profit category on the 2021 AFR BOSS Best Places to Work List.

Achieve Australia's approach and practice to develop leadership, culture and engagement to support the organisation and its clients into the future are just some areas in which its efforts have been recognised.

Achieve Australia has been providing services to people with disability since the 1950s. Today, we are a registered NDIS provider offering accommodation,

community participation, supported employment and support coordination services in Greater Sydney and in Northern Rivers regions in NSW. We are driven by our Passion, Purpose and Principles:

Our **Passion** is social inclusion for people with disability.

Our **Purpose** is to build extraordinary lives, supporting people with disability to be well, have a home, choose a career, learn new skills, participate in their community and enjoy a full life.

We live by our **Principles** of inclusiveness, stewardship, extraordinary outcomes and ethical practices.

About the role:

We currently have a fantastic opportunity for a Change and Training Lead working in the Rostering Transformation project with the focus on defining a change strategy (including change and communications and training requirements) across multiple interdependent projects or streams of work and conducting change impact analysis and defining interventions, including identification of risks and issues to the project/program and/or organization.

This role will be responsible for conducting training needs analysis and training plans to support individuals and teams impacted by the change as well as supporting the training delivery, including preparation of materials and delivering training sessions or support as agreed with the project manager.

The key responsibilities of this role will include: (but not limited to)

- Articulating success and KPIs (Key Performance Indicators) of the project/program and support communication for benefits of change.
- Understanding and applying the principles of change to develop approaches, tools & templates as required to suit the situation.
- Developing Training artifacts and delivering training.
- Implementing Training deployment plan.
- Developing and executing integrated change plans across complex streams or initiatives including key scope, milestones, and governance.
- Assess employee readiness and manage trade-offs of competing priority delivery within a project or program of work.
- Managing change analysis on individual projects to align plans and work across functions (if applicable).
- Provision of professional standard of reports/deliverables upon request.
- Communication and engagement across senior leaders and stakeholders to manage business readiness and impacts to strategies and plans.
- Plan timelines and complete assigned tasks on schedule to ensure on-time project delivery and quality outcomes.

About you:

To be successful in this role you will require to address the following criteria:

- Degree in Business or Behavioural Sciences or related fields.
- Certificates in Change management and Agile framework
- Certificate IV in Training and Assessment and understanding of Adult Learning Principles.
- At least 5 years of experience leading change management in projects/programs including experience in project delivery
- Relevant professional experience in Agile & Lean practices
- Excellent presentation and communication skills
- Ability to work collaboratively as part of a broader, cross-functional delivery team.
- Understanding of employee and industrial relations

Desirable skills:

- Experienced with Tanda or other rostering and time & attendance solutions.
- PROSCI or other recognized Change Practitioner certification
- Experience in not-for-profit organizations
- Experience working within transformational programs of work and agile environments.

Our benefits - Our employees are key to our success and in return we offer:

- Job satisfaction working as part of a team making a difference in people's lives in an organisation that cares about people.
- Generous salary packaging benefits to employees where a portion of take-home pay is tax-free.
- Flexible working arrangements.
- Supportive, friendly and values-driven team environment and culture.

Pre-employment checks:

Achieve Australia is committed to implementing safer recruitment practices. This means we are committed to safeguarding and promoting the welfare of the people we support and staff are expected to share this commitment. As a result, your application may be subject to a number of pre-employment checks; including reference checks, a Police check, a Working with Children check, a Right to work in Australia check and NDISWC. Please note criminal history does not immediately affect employment opportunities. Applications will be assessed on merit.

If you have questions about this role, please direct enquiries to

How to apply:

To register your interest apply online, providing an updated resume and cover letter outlining your suitability for the role.

We have a Covid-19 Safety Plan in place including policies and procedures to support our clients and our workforce. The Covid-19 Management Committee

meet on a regular basis to ensure our responses continue to be proactive and comprehensive, ensuring the safety of stakeholders at all times.

Video