

Candidate Information Pack

Inala

Chief Executive Officer

Consultant: Andrew McEncroe, Managing Partner

March 2022

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Links to other useful documents

[Inala Website](#)

[Annual Report 2021](#)

[About Inala Video](#)





Advertisement

Chief Executive Officer

- Inala – the highest quality disability services
- A unique opportunity to make a difference
- Northwest Sydney head office

For more than 60 years, Inala has been providing the highest quality support to individuals living with disability through accommodation, day services and community support. Inala has a reputation for the excellence, warmth, and individualised care they provide, and they take pride in celebrating every individual and their unique contribution.

This opportunity follows the retirement of joint CEO's who have led Inala since 2015. You will be leading an organisation with approximately \$27 million in revenue and 285 staff supporting 202 clients of whom 66 live in accommodation managed by Inala. Services are delivered in both community settings and purpose designed facilities in Sydney's North West and Eastern Suburbs. Inala's main campus is in Cherrybrook, which includes head office, accommodation, and day service facilities.

Inala's strategy is centred on its defining mission of high-quality client outcomes.

We are seeking an empowering leader who creates an environment where talent thrives to create the highest quality, human-centered services that reflect Inala's ethos inspired by the work of Rudolf Steiner. You may be a CEO or an experienced senior executive. Experience in the disability services sector is not essential, however an understanding of the NDIS is valuable. A competitive remuneration package will be negotiated with the successful candidate.

This is a rare opportunity to make a difference. Inala has talented and committed staff, is in a strong financial position, and is supported by a sound and cohesive board.

To apply and for a copy of the Candidate Information Pack, please go to www.derwentsearch.com.au and search the role title. Your application requires a resume and covering letter addressing your interest and suitability. For enquiries, please contact Ali McCourt at Derwent on 02 9091 3253.

Closing date: Sunday, 27th March 2022.

About Inala:

A place of peace

Founded together with families in 1958, Inala is committed to providing the highest quality support to individuals living with disability to create opportunities and reimagine possibilities, to make connections and to grow.

Inala strives to achieve this through the highest quality, human centered services, recognising the abilities and supporting the aspirations and development of each individual

Their approach is based on the belief that each person has the ability and the right to impart meaning and direction to their own life. Inala supports this through relationships of openness, respect and collaboration to create opportunities responsive to the changing needs of the body, soul and spirit.

Inala provides a variety of individualised and flexible Day, Community and Accommodation supports throughout Sydney's North West and Hills Districts and the Eastern Suburbs.

Inala recognises the abilities and support the aspirations and development of each person and we have a reputation for the excellence, warmth and individual care given to our clients and their families. They take pride in providing for each person's all-round personal growth, skills development, self-esteem, independence, and community involvement.

Inala celebrates each individual and his or her unique contribution.



202
CLIENTS
Learning new skills

66
RESIDENTS
enjoying a home of their own

285
STAFF
dedicated to their work

2000
supporters
committed to making a difference

History

Inala, meaning place of peace, was established in 1958 as a school for children with intellectual disabilities by medical practitioner and anthroposophist Dr Joachim Pohl and his wife Kyra Pohl, a Steiner-trained teacher of children with special needs.

The Pohls were supported by a group of families who were seeking education and accommodation support for their children with special needs. They set up a beautiful environment in an elegant old home in Cherrybrook with an educational and therapeutic program designed to help the children develop in mind, body and soul.

As the children grew and became adults, and demand for support services increased, new services and premises were progressively added. Since 2005, Inala's expertise has focused on supporting adults living with disabilities. In 2010 Inala amalgamated with Miroma, a smaller sister organisation based in Sydney's Eastern Suburbs. Today Inala is a thriving community that supports over 200 adults living with disability and their families through a range of services across Sydney.

Ethos

Inspired by the work of Rudolf Steiner, Inala is a community that is conscious of all its members and where each individual makes a unique contribution.

Inala believes that a community exists when people experience a sense of belonging, when people know each other, support each other and each person is enabled to contribute in his or her own way. Inala's founding inspiration is a picture of each human being as a unique individual who enters into the world with a unique destiny to create a life of meaning and purpose as well as relationships through bodily, soul and spiritual capacities. It recognises the spiritual nature and wholeness of individuals regardless of ability or disability, gender, race, creed or background.

'The very heart of Inala revolves around truly knowing people as individuals so that we can build authentic relationships. From this, we can create a life of meaning and connection for all.' Rebecca van Bilsen, Joint CEO.



Services:



Accommodation

Based in the Hills district of Northern Sydney, 67 Inala residents live in 14 homes and villas, each offering a warm and friendly environment of friendship and belonging.

Residents are part of a nurturing community where opportunities to connect with friends and family, and contribute to the day-to-day running of their own home, creates a rich, fulfilling experience.

Activities are developed from individual interests. Support options involve:

- supported independent living
- specialised therapies
- supported holidays
- health and wellbeing
- lifestyle and activities



Day and Community Supports

Inala offers opportunities that are tailored to each individual in both community settings and purpose-designed facilities at Dulkara (Centre for Life Skills and the Arts) in Cherrybrook, Mingara at Castle Hill, Wandana also in Cherrybrook and Miroma in Kensington Park, Watsons Bay and Vaucluse.

We support people of all abilities and facilitate the ongoing development of each person through a vast range of individually designed options and activities including:

- TAFE certificate courses
- independence, vocational and life skills training
- community involvement and participation, including volunteering
- lifestyle and wellbeing programs and specialised therapies
- creative art and craft programs

Personal growth, skills development, self-esteem, independence and genuine involvement in the life of the community are all integral to Inala's approach and highly valued.

Our services are further enhanced by:



ACTIVE COMMUNITY ENGAGEMENT

- volunteer programs
- transport
- support
- travel



SPECIALISED INDIVIDUAL THERAPIES

- music
- art
- speech and drama
- eurythmy
- massage

Position Description

Key Responsibilities

Subject to the overall direction of the Board, you will:

1. Be responsible for proper conduct and management of Inala and the general supervision of all Inala's activities. This includes the conduct and management of the Executive Committee comprising the Inala Executive team.
2. Be responsible for implementing the Board's policy and decisions and report regularly to the Board including promptly informing the Chair of all matters of importance concerning Inala.
3. Promote the objectives and ethos of Inala in accordance with the principles of Dr Rudolf Steiner.
4. Be responsible for the optimum standard of care and services in the contexts of the available funding/financial resources and responsibilities to clients, staff and the community.
5. Develop and maintain an effective relationship with both the Federal and State Governments with a view to maximising government co-operation and NDIS funding and other contributions to Inala.
6. Keep close contact with all aspects of Inala life and attend Inala's functions and fundraising events.
7. Develop and maintain policies and procedures manuals (including all such policies and procedures as required by law and to maintain NDIS standing) covering all aspects of Inala's activities. Ensure awareness and conformity with same throughout Inala.
8. Be responsible for a respectful, caring, innovative and positive culture within Inala.
9. Handle complaints in a professional manner and as required by law.
10. Develop programs to determine the adequacy and acceptability of services provided, the level of client, parent/advocate, and employee satisfaction.
11. Develop and maintain systems for reporting and communication to keep all stakeholders adequately informed and involved including the Board, clients, staff, parents/advocates, and providers of funding and services.
12. Use your best efforts to maintain good public relations and enhance the standing and reputation of Inala.
13. Develop and implement personnel policies and practices acceptable to the Board which comply with relevant law.
14. Ensure that Inala becomes and remains an organisation promoting career development and empowering talent.
15. Be responsible for the appointment, management, and dismissal of staff of Inala as required and the fixing of their terms of appointment and remuneration within the guidelines and budgets laid down by the Board from time to time, provided that all appointments or proposed dismissal of personnel at Executive Committee level shall be first agreed with the relevant Board Committee.
16. In consultation with the Honorary Treasurer and the Board's Finance and Risk Committee be responsible for the financial operations of Inala and to keep expenditure (both operations and capital) within the limits set by annual financial budgets
17. Refer to the Board any plans for major capital works or for major maintenance, and not give any approval or otherwise commit Inala to such works without prior approval of the Board (including, where the Board requires, approval of the relevant Board Committee).
18. Be responsible for fundraising.
19. Be responsible for maintaining all insurance policies.
20. Keep yourself informed of educational and social trends likely to affect Inala.
21. Be capable of adapting to unforeseen large changes, such as NDIS rules/strategies and external factors such as COVID, in a 24x7 organisation.

Board Members:



Bill Best, Chairman

Bill joined the Inala board in 1997 and became Chairman in 2012. Bill's has over 30 years' experience in investment banking and stockbroking and was formerly an Executive Director of Macquarie Bank for 13 years working primarily in the Equity Capital Markets. He is currently chairman of Ellerston Asia Limited and a consultant to OnMarketBookbuilds.

He is also a director of the Australian Chamber Orchestra and Chair of the Australian Chamber Orchestra Instrument Fund. Bill holds a Bachelor of Commerce and a Bachelor of Laws from The University of Melbourne and a Master of Commerce in Finance from The University of New South Wales.

His daughter attended Inala school and has participated in Day & Community programs and accommodation support since 1993.



Ian Copp, Board Member

Ian joined the Inala Board in 2017 and is Honorary Treasurer and a member of the Finance and Risk Management Committee. He is a Chartered Accountant, and his early career was with a professional accounting firm. More recently he has long experience with a major bank, dealing with companies with different degrees of financial distress or which have collapsed.

His son has participated in Day & Community programs with Inala since 2007 and accommodation supports since 2016.



Kimberly Holden

Kimberley joined the Board in 2013. She has a background in Business Strategy and Management having worked at LEK Partnership, Singtel and Cable and Wireless in strategy roles, and as owner and Managing Director of a manufacturing business. Kimberley is the Chair of the People and Culture Committee



Judith Howard

Judith joined the board in 1998 and is a member of both the Finance and Risk Management and the People and Culture Committees and is an Anthroposophical representative.

Judith's background is in Corporate Governance, Risk Management and Accounting, having worked for Consolidated Press Holdings Ltd, Seven Network Ltd, Promina Ltd and Babcock and Brown Ltd as Group Company Secretary and Head of Risk Management and has also established the governance functions for a number of IPO's. Judith has a strong familiarity and background in Steiner-based approaches.



Kim Nicholas

Kim joined the board in 1996 and has served as Treasurer from 1996 to 2005, and as Chairman from 2005 – 2011. He is the current Chair of the NDIS Committee. Kim's background is in economics and finance, and he has an B Econs (Hons) and MBA from the University of WA. After working with Treasury-Statistics in Canberra in the 1970's, Kim returned to WA and joined the University of Western Australia in a Planning role.

He moved into Banking where he became General Manager of Banking with Challenge Bank before accepting a position with Westpac in Sydney as Head of Deposits and Investments.

He now runs his own businesses as principal/director.

His daughter attended Inala school and has participated in Day & Community programs and accommodation supports with Inala since 1996. Kim has been involved with disability organisations as a director for almost 30 years in both WA and NSW.



John Wilshire

John joined the board in 2013 and is a member of the People and Culture Committee and Anthroposophical representative. He has a strong association with Inala, having been CEO from 1996 to 2012. He has a B.Com from the University of NSW and his background prior to Inala was in IT. His daughter has attended Inala since 1977, is an Inala resident and participates in Day & Community programs.



Caroline Jones

Caroline joined the Board in 2019 bringing a breadth of experience in Marketing, PR and Communication from a variety of industries. She has extensive experience in marketing and fundraising for not-for-profit causes and specialises in PR and Marketing Communication strategy.

Caroline is a member of the Inala People and Culture Committee and has a BA Communication from Charles Sturt University. She is very enthusiastic about the availability and quality of long-term care for individuals with disabilities.



Sam Holden

Sam joined the Board in 2021 and has had a long association with Inala. With over 35 years sales and general management experience in the office equipment and printing industries, Sam brings a wealth of experience and insight to the Board. In particular, his knowledge of the workings of parliament and the Federal government. He has a Bachelor of Arts, Hons from the University of Sydney. His sister has been a participant at Inala since the early 70s, first attending Miroma before becoming a resident at Inala.



The Application and Selection Process

COVID-19

In this dynamic and challenging environment, Derwent and Inala are responding to changes to ensure the safety and equity for all applicants and stakeholders. Interviews will be held in accordance with NSW Health guidelines and may be appropriately conducted in person or by video conference. We are happy to discuss these in greater detail with potential candidates and ensure that we are protecting the health and safety of everyone we work with.

Candidate Care

We are committed to ensuring that potential applicants and candidates are treated respectfully and fairly. Derwent consultants are available to field inquiries and ensure that applicants are informed about developments as they become available. Candidates who are shortlisted and complete assessments including interviews will be offered a feedback session to discuss their experience and the assessment results.

Applications

Closing date: Sunday, 27th March 2022

Applications:

All applications are to be received by Derwent. To apply, please go to www.derwentsearch.com.au and search the role title. Your application should include a resume and a cover letter highlighting your suitability.

Enquiries:

Call Ali McCourt at Derwent on 9091 3252 or by email publicsector@derwentsearch.com.au and we will reply with information and/or arrange a convenient time to speak as required. Derwent will maintain confidentiality with respect to contact by potential applicants.

Selection process

Derwent will conduct a review of applications for Inala to consider and select a candidate short list to attend an interview with the selection panel.

Candidates may also be required to complete additional assessments such as a presentation, personality profile and cognitive ability assessments. Further information and sufficient notice regarding additional assessments will be provided, and reasonable adjustments will be provided for candidates with a disability.

Reference Checks

For candidates in final consideration, at least two referees will be contacted with permission before an offer is made. Any written references provided will also be checked and additional referees may be sought to further understand a candidate's merits for the role.

Pre-employment verification and background checks

Before an offer of employment is made the following checks will be undertaken:

- Academic Qualification Check
- Professional Membership Check
- Criminal History Check.