

Executive Manager Corporate Services

Position 262

Band 8 (\$129,183 – \$144,913) + Super + Car Allowance + Mobile Phone Allowance

Full Time 38 hours per week

Commencing April 2026

Library Support Services Office - South Morang

Shape the Future of a Leading Regional Library Service

Yarra Plenty Regional Library (YPRL) supports the diverse and rapidly growing communities of Banyule, Nillumbik and Whittlesea. Recognised as a progressive and community focused organisation, we are entering a significant period of strategic growth and transformation.

We are seeking an experienced and forward thinking **Executive Manager Corporate Services** to join the Executive Leadership Team and work closely with the CEO. This pivotal role will drive enterprise wide leadership across finance, governance, risk and people, ensuring YPRL's long term sustainability and high quality service delivery.

The Opportunity

As Executive Manager Corporate Services, you will lead and integrate the following functions:

- Financial Strategy, Budgeting and Procurement
- People & Culture
- Corporate Governance
- Risk Management & Compliance
- Internal and External Audit
- Audit & Risk Committee Support
- Occupational Health & Safety
- Child Safety Governance

You will balance strategic foresight with operational discipline, ensuring strong governance frameworks while enabling innovation and service excellence.

This role is ideal for an experienced executive who can operate confidently at Board level, influence senior stakeholders and deliver measurable organisational outcomes.

What You Will Be Accountable For

- Providing strategic leadership aligned to YPRL's long-term direction

- Strengthening governance, audit and risk frameworks
- Driving financial sustainability and sound resource management
- Leading organisational workforce strategy and culture
- Building trusted partnerships with Board members, Councils and key stakeholders
- Ensuring compliance within a public sector environment

About You

You are an experienced leader who combines strategic capability with strong operational execution.

You will bring:

- You have demonstrated high level leadership experience, driving organisational performance, culture- and strategic direction.
- Advanced expertise in financial management and organisational budgeting
- Strong governance, policy development and risk management capability
- Demonstrated experience in employee relations and organisational change
- Exceptional stakeholder engagement, negotiation and communication skills
- Tertiary qualifications in Human Resources, Business, Public Administration, Financial Administration or a related discipline
- Postgraduate management qualifications (desirable)

You are confident presenting to Boards, comfortable navigating complex regulatory environments, and capable of leading high-performing corporate functions.

Why Join YPRL

- Influence strategic decision-making at an executive level
- Competitive senior officer package including allowances
- Lead enterprise-wide governance, people and financial strategy
- Work within a respected regional organisation serving a growing community
- Opportunity to shape systems, culture and long-term sustainability

How to Apply

Before applying, please review the **Position Description**.

To apply, submit:

- A current Resume
- A statement addressing the Key Selection Criteria

Applications close **Sunday 15 March at 11:59pm**.

Interviews will be given to all eligible employees who fully meet and address the key selection criteria. Please note that if you do not satisfactorily meet the key selection criteria you may be excluded from interview.

Further Information

For more information contact YPRL's CEO Nicole Rudden on ceo@ypri.vic.gov.au.

Please refer to the Position Description for the selection criteria.

****Appointment to this role is subject to a satisfactory National Police Record Check, and Employment Working with Children Check. Applicants must have permanent working rights in Australia to be considered for this position.***