

JOB AD



Job to be advertised online on OCV web site (advice to members in e-newsletter), Seek, Associations Forum, Hootville.

Proposed job advertisement:

EDUCATION & POLICY MANAGER

- Initial 1 year contract
- Package \$75,000 negotiable
- Provide thought leadership
- Leading professional association, inner city location
- High Profile, Public & Advocacy Role

Owners Corporations Victoria [OCV] is a non-profit association and the pre-eminent professional body for the industry. It represents owners corporation manager professionals who manage residential, commercial and industrial properties across the State. Its presence continues to grow in terms of influence and representation. It is an organisation that is dedicated to representing the views and thoughts of the profession to industry, governments, regulators, academia and the general public.

Due to continued high growth and development of the industry, an important and influential role has arisen within the Secretariat. OCV is seeking an experienced and committed person who will report directly to the General Manager.

Based in Collingwood, the key responsibilities of the role include:

- Developing and advocating policy positions
- Developing, co-ordinating and delivering education programs
- Building and further developing membership services
- Supporting existing members
- Providing thought leadership

This role is most suited to those with association management experience, that are professionally qualified and those that possess very effective communication skills. Strata industry experience is not essential but an understanding would be an advantage.

We are seeking someone who will grow with the role and the expansion of policy, education services, locum service and grants. This is a real career opportunity. The successful candidate will be energetic, flexible, well organised, able to build relationships and worthy of the trust placed in the role.

This position is a visible one that will bring you into contact with the media, sponsors and a wide range of public & business forums. OCV will offer you the chance to shape and influence thinking at the forefront of your field.

Interested candidates should apply in writing to info@ocv.org.au