

Applications Invited for Position of ADAS Executive Director

Where

Australian Diver Accreditation Scheme (ADAS)

Located in Byron Bay Hinterland, Northern Rivers, NSW

Position Summary

This position provides a leadership opportunity in an internationally recognised organisation as the Chief Executive of a Registered Training Organisation (RTO) and international certification scheme.

- Manage a nationally recognised hyperbaric certification scheme
- Lead an internationally recognised diver and hyperbaric training and certification organisation
- Join the ADAS Board of Directors as an Executive Director
- Executive role in an idyllic location

Director of an innovative international diver and hyperbaric worker certification scheme coordinating national and international training providers.

The Organisation

ADAS is a not-for-profit registered training organisation, dedicated to enhancing capability in the occupational diving and hyperbaric industries. Our certification service covers occupational divers, personnel in associated technical and support roles, and workers in compressed air environments such as tunnelling and hyperbaric facilities. Our services include oversight and support of ADAS Accredited Training Establishments (ATEs) and liaison with industry stakeholders. Overall ADAS services encompass:

- The development of accredited courses and training programs to meet industry needs
- The certification of divers and associated technical and support workers
- The certification of workers in compressed air environments such as tunnelling and hyperbaric facilities
- The accreditation of ATEs
- Ongoing national and international lobbying for the improved safety of divers
- Active engagement in international forums to promote the mobility of ADAS licence holders around the world through increased recognition and acceptance of the ADAS licence.

The Role

As the Executive Director reporting directly to the ADAS Board of Directors, you will:

- Control the budgeting and forecasting process
- Manage human resources and planning
- Liaise with industry and international partners
- Drive project outcomes in conjunction with the ADAS Board
- Monitor and review existing systems and implement changes
- Provide support to the ADAS Board of Directors
- Participate as an active member of the ADAS Board.

Skills and Experience

The successful applicant will be an occupational diver or supervisor with a range of industry and training experience who also has:

- A sound knowledge of the Australian/New Zealand Standards pertaining to the occupational diving sectors
- Experience in a management or Board role for a Registered Training Organisation or similar
- A sound knowledge of international diver certification schemes and organisations
- Knowledge of diving equipment and auditing processes
- Knowledge of other hyperbaric operations industry sectors
- Sound communication skills
- A demonstrated ability to lead a team
- Experience working with a Board of Directors
- Knowledge of and experience with financial management and governance principles
- A track record of effective project management
- A sound understanding of and experience liaising with government and regulatory authorities.

What's on Offer

- An opportunity to influence the future of the diving and hyperbaric industries
- An executive leadership role within a highly recognised organisation
- Working with an outstanding team producing excellent service and results

How to Apply

Applications including a covering letter and CV should be sent to ADAS via admin@adas.org.au

If you would like to know more about the position, please contact Paula Williams: 02 66 895 656; paulaw@adas.org.au

Applications close COB **Friday 1st of November 2019.**