

**Executive Director
Australian Institute of Employment Rights Inc.**

We are looking for an Executive Director (ED) to lead the organisation and its projects, including our current project to envisage a new workplace relations architecture. The role also involves advocacy and research, organising (with assistance) the annual Ron McCallum Debate, growing our member and supporter base, and coordinating and leading our strong network of academics, lawyers and other contributors. You will need to be self-motivated, have experience in research and report writing, and a solid background in workplace issues and workplace laws.

The Institute is looking for the right person for the role, and is happy to consider either a full-time or part-time position, as a permanent employee or on a two-year contract.

Our current focus is on our Workplace Relations Architecture Project. This project, which has an approved framework and methodology, as well as an impressive range of academics and other contributors agreed and ready to collaborate, will propose a model for a new workplace architecture, to replace the current broken system. This is a great opportunity to be involved in contributing to substantive change to the Australia workplace relations system.

The Australian Institute of Employment Rights is an independent not-for-profit organisation that promotes workplace rights and the benefits of positive employment relationships. Our activities include research, advocacy and the stimulation of public debate on workplace issues and laws.

Established in 2005, we have influenced practices, ideas and policy through research projects and papers, submissions to government and independent inquiries, the publication of education resources, public advocacy and debate. We have created and published an internationally recognised framework for workplace practices: the *Australian Charter of Employment Rights* and the *Australian Standard of Employment Rights*.

We are a small organisation, with 2 part-time staff, supported by an Executive Committee that includes employer and union representatives and members of the legal profession. We are a membership organisation: our members include individuals and organisations.

While our preference is for the ED to work from our office in Port Melbourne, we will consider applicants who would want to work outside of Melbourne. Naturally at the moment the ED will be working from home.

We are taking a flexible approach to this appointment and are prepared to consider applicants with a range of experience; however, a thorough knowledge of workplace relations issues is essential. Remuneration will be commensurate with experience.

A copy of the position description can be downloaded from the Australian Institute of Employment Rights website www.aierights.com.au.

Apply by sending in your CV and a cover letter addressing the key skills in the position description to Jane Douglas, AIER Business Manager at admin@aierights.com.au.

Expressions of interest may be lodged immediately; applications are sought by Monday 22 June 2020.