

Position Description

Senior Implementation Partner, Early Childhood

Why work with us


The Office for Early Childhood Development was created to champion change and to help build a system that gives all South Australian children a flying start to life.

Guided by the recommendations of the Royal Commission into Early Childhood Education and Care, the Office for Early Childhood Development is the steward of the early childhood development system in South Australia.

The Office is tasked with a significant responsibility: bringing together a holistic, connected system for early childhood development across South Australia, with the goal of reducing the rate of children entering school developmental vulnerable. Critical to this is the roll-out of universal 3-year-old preschool from 2026, giving every child access to 2 years of teacher-led, play-based early learning before school by 2032.

Our values

We are part of the South Australian public sector and share the values of:

							
SERVICE	PROFESSIONALISM	TRUST	RESPECT	COLLABORATION & ENGAGEMENT	HONESTY & INTEGRITY	COURAGE & TENACITY	SUSTAINABILITY
We proudly service the community and the South Australian Government.	We strive for excellence.	We have the confidence in the ability of others.	We value every individual.	We create solutions together.	We act truthfully, consistently, and fairly.	We never give up.	We work to get the best results for current and future generations of South Australians.

About this role

The Change and Local Partnerships directorate comprises a state-wide network of local teams guiding the implementation of early childhood reforms across the state, including the roll-out of universal 3-year-old preschool.

The Senior Implementation Partner, Early Childhood is responsible for advising and supporting early childhood services in the implementation of early childhood reforms across the state, including the roll-out of universal 3-year-old preschool.

Reporting the Regional Manager, Early Childhood Partnerships, this role requires highly developed problem solving, partnership, project and stakeholder management skills to actively seek to provide high quality opportunities for early childhood professionals to work and learn together, using data to identify and reflect on local challenges, opportunities and problems of practice, developing solutions that will lead to improved outcomes for children.

The Senior Implementation Partner, Early Childhood will consult, liaise with and influence key stakeholders, find innovative solutions to resolve stakeholder issues and capture opportunities, and apply extensive knowledge of the early childhood sector and the local community to inform decisions and advice to stakeholders.

Position title	Senior Implementation Partner, Early Childhood
Classification	ASO7
Division	Change and Engagement
Directorate	Change and Local Partnerships
Location	30 Flinders Street, Adelaide, with flexible working arrangements available
Reports to	Regional Manager, Early Childhood Partnerships
Direct reports	Nil
Role description date	August 2024

What you will do (key outcomes)

1. Oversee the partnership arrangements and establish strong working relationships with early childhood services across the region, implementing and overseeing appropriate reporting measures to ensure reform initiatives are of high quality and delivered in line with partnership requirements.
2. Review and identify service needs and gaps across the region, leading strategies for program and service growth and innovation, and driving continuous improvement in program delivery through engagement, communication, and collaboration.
3. Foster and facilitate system-level coordination of early childhood and related services across the region, building strong networks and fostering the development of networks, communities of practice and collaborative relationships widely in the community.
4. Provide support, tools and advice including oversight of project plans and reporting used to monitor to early childhood service providers to assist them to develop plans in response to identified challenges and opportunities in implementing initiatives related to early childhood reforms.
5. Lead regional and service-level reporting and monitoring related to early childhood reforms, informed by a comprehensive analysis of quantitative and qualitative data including demand and supply indicators, customer experience feedback, and quality datasets.
6. Stay abreast of emerging trends, research and best practices to develop and implement innovative approaches to address new challenges and opportunities.
7. Lead broad stakeholder engagement with community, cross-government and other relevant stakeholders, including developing and leading communication and collaboration activities to support the implementation and embedment of the early childhood reforms across the region.
8. Deliver a range of documents, reports, briefings, recommendations, and correspondence to influence and guide high-level decision-making processes, supporting business and communication improvements and alignments across the Office.

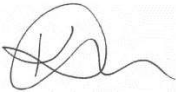
9. Help to maintain a safe and healthy working environment by proactively reporting incidents, hazards and injuries.

The capabilities you will bring (key competencies)

- **Interpersonal and communication skills:** High-level interpersonal, written and verbal communication skills with proven ability to liaise, influence, advise and negotiate with a broad range of management, staff and external stakeholders. Excellent verbal and written communication skills are also required. The ability to form strong relationships and networks with early childhood providers is essential.
- **Project management skills:** Demonstrated ability to exercise high-level planning skills, effectively identify, analyse and resolve complex problems, and set priorities to achieve objectives and meet deadlines.
- **Conceptual and analytical thinking:** Significant experience in identifying, collecting and analysing intelligence from multiple data sources of data to develop and implement data-driven strategies that lead to improved outcomes. Ability to use data and evidence to identify and address the needs of the services and the communities they will serve.
- **Improvement planning experience:** Demonstrated successful experience in planning and managing business improvement operations, programs and projects that significantly support and propel the achievement of the Office's goals and objectives.
- **Flexibility and responsiveness:** Significant experience in managing and proactively addressing complex issues with the ability to analyse and provide practical and timely solutions while considering diverse perspectives and priorities and negotiating outcomes effectively.
- **Communication skills and experience:** Demonstrated experience in developing and implementing communication and engagement strategies, processes, and programs to support government and corporate policy and strategy.
- **Early childhood knowledge:** Comprehensive understanding of the early childhood education sector. Possess a sound understanding of current research and developments in the early childhood sector, plus the ability to identify implications and opportunities.

Who you will work with (key relationships)	Qualifications
<p>Internal</p> <ul style="list-style-type: none"> • Director, Change & Engagement • Assistant Director, Change and Local Partnerships, Regional Manager, Early Childhood Partnerships. • Key partners and stakeholders in the community. <p>External</p> <ul style="list-style-type: none"> • Early childhood education and care sector organisations, including government and non-government organisations. 	<p>Essential: Nil</p> <p>Desirable: A degree in a relevant discipline.</p>

Corporate responsibilities	Special conditions
<p>Keep accurate and complete records</p> <p>Act appropriately in line with the Public Sector Code of Ethics at all times</p> <p>Support diversity and promote an inclusive workplace for everyone</p> <p>Maintain a commitment to Work Health and Safety legislative requirements</p>	<p>You may need a current driver’s licence and be willing to drive</p> <p>You may be asked to work out of hours</p> <p>You may need to travel within or outside South Australia</p> <p>You need to achieve mutually agreed performance goals</p> <p>You must have a current Working with Children Check</p> <p>You must do Responding to Risks of Harm, Abuse and Neglect – Education and Care training</p> <p>You must be an Australian resident or provide evidence you have a current work permit</p>

<p>Assessed by: Kristal Comeadow Manager, Corporate Strategy</p>		<p>Approved by: Kim Little, Chief Executive</p>	
<p>Date: 5/11/2024</p>	<p>Date: 6/11/2024</p>		